

... 8-WEEK CLASSES ...
EARLY START

Our distance education courses are currently undergoing a change in learning management systems (LMS) from Blackboard to Canvas. Certain course sections are now being taught in Canvas. To find a list of these courses and how this affects your online, hybrid, or web-enhanced class, please go to the Distance Education Website, students' page for RCCD at: <http://www.opencampus.com/students.html>.

ACCOUNTING

ACC-1A Principles of Accounting I 3 UNITS

Prerequisite: None

Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.

27757 Last day to add: 09/02/18

WE 08/27/18 10/17/18 09:35AM 12:55PM MW SAS 214

The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.

Instructor: D Cescolini

ADMINISTRATION OF JUSTICE

ADJ-B1A Intro to Wellness and Physical Conditioning In Prep for Law Enforcement and Correctional Academies 1.50 UNITS

Prerequisite: None

Description: This course plans an eight week physical training program targeting muscular strength development, cardiorespiratory endurance training, body composition assessment, physical agility, and muscular flexibility training. Additionally, this course is designed to prepare future basic academy students to meet peace officer basic training entrance requirements and to familiarize students with the career opportunities available in Law Enforcement. 24 hours lecture and 24 hours laboratory. (Pass/No Pass only)

27771 Last day to add: 10/04/18

LEC 08/28/18 10/18/18 06:00PM 07:30PM TTH BCTC 11

LAB 08/28/18 10/18/18 07:30PM 09:00PM TTH BCTC 11

The above section is a short term class that meets at the Ben Clark Training Center, located at 16791 Davis Avenue, Riverside. Please note the start and end dates.

Instructor: N Soto-Daughters

ANTHROPOLOGY

ANT-1 Physical Anthropology 3 UNITS

Prerequisite: None

Description: An introduction to human biological evolution, physical diversity, and relationship to the animal world, using scientific and comparative methods. Incorporates the study of genetics, fossils, primates, and modern human variation within an evolutionary framework. Students may not receive credit for both ANT-1 and ANT-1H. 54 hours lecture.

27037 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: L Broyles

ART

ART-6 Art Appreciation 3 UNITS

Prerequisite: None

Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

27914 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is an online class. Computer with Internet access required.

See www.opencampus.com.

Instructor: A Cachia

ART-6 Art Appreciation 3 UNITS

Prerequisite: None

Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

27078 Last day to add: 09/03/18

HYB 08/27/18 10/21/18 02:00PM 03:25PM TTH STU 101

HYBO 08/27/18 10/21/18 ON LINE

The above section is hybrid class. Computer with Internet access required.

See www.opencampus.com.

Instructor: A Cachia

DENTAL ASSISTANT

DEA-10 Introduction to Dental Assisting and Chairsides Assisting 4.50 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level
Limitation on enrollment: Enrollment in the Dental Assistant Program

Description: This course is designed to meet the state and national accreditation requirements for an approved Dental Assistant Program. The course introduces the student to the practice and history of dentistry including dental specialties, legal responsibilities and roles of the dental auxiliary, ethical decision making, dental terminology, dental charting, dental equipment, instrument identification, patient communication skills, and the provision of oral hygiene instructions. 54 hours lecture and 81 hours laboratory.

27176 Last day to add: 09/13/18

WE	08/27/18	10/20/18	09:00AM	12:20PM	M	DEC B104
WE2	08/27/18	10/20/18	01:00PM	04:10PM	W	DEC B104
WEL	08/27/18	10/20/18	09:00AM	12:15PM	TH	DEC AOPS
WEL2	08/27/18	10/20/18	01:00PM	04:15PM	TH	DEC AOPS

The above section is a short-term web-enhanced class. Internet access is required. Please note the start and end dates.

Instructor: L Hulshof

ENGLISH

ENG-1A English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

27253 Last day to add: 09/04/18

OL	08/27/18	10/21/18				ON LINE
OLL	08/27/18	10/21/18				ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement are completed online. Please note the start and end dates.

Instructor: M Schwartz

ENG-1A English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

27286 Last day to add: 09/04/18

OL	08/27/18	10/21/18				ON LINE
OLL	08/27/18	10/21/18				ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement are completed online. Please note the start and end dates.

Instructor: M Schwartz

ENG-1A English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

27249 Last day to add: 09/01/18

HYB	08/27/18	10/21/18	08:00AM	12:15PM	T	SAS 203
HYBO	08/27/18	10/21/18				ON LINE
HYBLO	08/27/18	10/21/18				ON LINE

The above section is a short term hybrid class and has an 18-hour laboratory requirement to be completed online. Computer with Internet access required. See www.opencampus.com. Students who enroll in ENG-1A, section 27249 are encouraged also to enroll in ENG-1B, section 27306. Please note the start and end dates.

Instructor: S Henry

ENG-1A English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

27280 Last day to add: 09/05/18

HYB	09/01/18	10/20/18	08:00AM	12:15PM	S	SAS 207
HYBO	09/01/18	10/20/18				ON LINE
HYBLO	09/01/18	10/20/18				ON LINE

The above section is a short term hybrid class and has an 18-hour laboratory requirement to be completed online. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: A Hayes

ENG-1A English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

27259 Last day to add: 09/02/18

HYB	08/27/18	10/18/18	06:40PM	08:45PM	MW	SAS 207
HYBO	08/27/18	10/18/18				ON LINE
HYBLO	08/27/18	10/18/18				ON LINE

The above section is a short term hybrid class and has an 18-hour laboratory requirement to be completed online. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: K Sentz

ENG-1A English Composition

4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

27285 Last day to add: 09/03/18

HYB	08/27/18	10/20/18	07:20PM	09:25PM	TTH	HM 218
HYBO	08/27/18	10/20/18				ON LINE
HYBLO	08/27/18	10/20/18				ON LINE

The above section is a short term hybrid class and has an 18-hour laboratory requirement to be completed online. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: J Branson

ENG-1B Critical Thinking and Writing

4 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Building on the rhetorical skills learned in ENG 1A, students will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses. Composition totaling a minimum of 10,000 words serves to correlate writing and reading activities. Classroom activities integrate with writing lab activities. Student may not receive credit for both ENG-1B and 1BH. 72 hours lecture and 18 hours laboratory. (TBA option)

27301 Last day to add: 10/30/18

OL	08/27/18	10/20/18				ON LINE
OLL	08/27/18	10/20/18				ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement are completed online. Please note the start and end dates.

Instructor: D Hall

ENG-4 Writing Tutor Training

2 UNITS

Prerequisite: ENG-1A or ENG-1AH

Description: Designed to prepare students to become peer tutors in the Writing Center. Participants learn specific tutoring techniques and discuss problems, questions, and challenges in tutoring writing. Tutors develop student-centered, non-intrusive tutoring skills that avoid appropriating the text (i.e., becoming a proofreader, editor, or co-author). Topics include theory and practice of tutoring writing, including writing as a process, interpersonal communication techniques, cross-cultural tutoring, group learning, and computer programs applicable to writing instruction. 27 hours lecture and 27 hours laboratory. (TBA option)

27309 Last day to add: 09/11/18

WE	08/28/18	10/18/18	05:30PM	06:55PM	TTH	HM 320
WEL	08/28/18	10/18/18				

The above section is a short term web-enhanced class and has a 27 hour laboratory requirement to be arranged. Internet access is required. Please note the start and end dates. In addition to the time spent in class, students are required to meet for 3 hours and 10 minutes each Tuesday. Your instructor will have details on the first day of class.

Instructor: A Guevara

ENG-50 Basic English Composition

4 UNITS

Prerequisite: ENG-70 or ENG-60B or ESL-55

Advisory: REA-82 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing as preparation for college-level composition. Students will produce a minimum of 5,000 words of instructor-evaluated writing. Classroom instruction integrates lab activities. 72 hours lecture and 18 hours laboratory. (Letter Grade only.)

27322 Last day to add: 09/05/18

HYB	09/01/18	10/20/18	08:00AM	12:50PM	S	HM 320
HYBO	09/01/18	10/20/18				ON LINE
HYBLO	09/01/18	10/20/18				ON LINE

The above section is a short term hybrid class and has an 18-hour laboratory requirement to be completed online. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: M Khalaj-Le Corre

GEOGRAPHY

GEG-1 Physical Geography

3 UNITS

Prerequisite: None

Description: The interacting physical processes of air, water, land, and life that impact Earth's surface. Topics include weather and climate, the water cycle, landforms and plate tectonics, and the characteristics of plant and animal life. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. There is a heavy emphasis on maps as descriptive and analytical tools. Students may not receive credit for both GEG-1 and GEG-1H. 54 hours lecture.

27369 Last day to add: 09/15/18

OL	08/27/18	10/21/18				ON LINE
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The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: A Marquis

GUIDANCE

GUI-47 Career Exploration and Life Planning

3 UNITS

Prerequisite: None

Description: In depth career and life planning: topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

27394 Last day to add: 09/04/18

OL	08/27/18	10/21/18				ON LINE
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The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: M Pacheco

GUI-47 Career Exploration and Life Planning 3 UNITS

Prerequisite: None

Description: In depth career and life planning; topics include extensive exploration of one's values, interests and abilities; life problem-solving and self-management skills; adult development theory and the changes that occur over the life span; self-assessment including identifying one's skills and matching personality with work. An intensive career investigation; decision making, goal setting and job search strategies, as well as resume writing and interviewing skills will also be addressed. This course is designed to assist those students considering the transition of a career change or undecided about the selection of a college major. 54 hours lecture.

27397 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Howard

READING

REA-83 College Reading and Thinking 3 UNITS

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

27685 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Nyrop

ACCOUNTING

ACC-1A Principles of Accounting I 3 UNITS

Prerequisite: None

Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.

37000 Last day to add: 09/03/18

HYB 08/27/18 10/18/18 09:40AM 11:10AM TTH IT 117

HYBO 08/27/18 10/18/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: P Worsham

ACC-1A Principles of Accounting I 3 UNITS

Prerequisite: None

Advisory: BUS-20

Description: An introduction to accounting principles and practice, as a manual and/or computerized information system that provides and interprets economic data for economic units within a global society. Includes recording, analyzing, and summarizing procedures used in preparing financial statements. 54 hours lecture.

37001 Last day to add: 09/02/18

HYB 08/29/18 10/17/18 06:00PM 09:10PM W JFK 116

HYBO 08/29/18 10/17/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates

Instructor: D White

ACC-55 Applied Accounting/Bookkeeping 3 UNITS

Prerequisite: None

Description: This is an introductory course for students who are non-accounting majors. The focus is basic bookkeeping and accounting principles for both merchandising and service oriented small business enterprises. Emphasis is on the development of skills to record business transactions for cash and accrual methods, as well as the procedures to prepare financial statements and complete an accounting cycle. Attention is given to special journals, subsidiary ledgers, and payroll and banking procedures. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

37960 Last day to add: 09/03/18

HYB 08/28/18 10/18/18 08:00AM 09:25AM TTH CACT 2

HYBO 08/28/18 10/18/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: N Ildefonso

ACC-67 U.S. and California Income Tax Preparation 4 UNITS

Prerequisite: None

Description: U.S. and California income tax principles and tax return preparation as it relates to individuals, sole proprietorships, and other business entities. This course is certified by the California Tax Education Council (CTEC) as fulfilling the 60-hour qualifying education requirement imposed by the State of California for becoming a Registered Tax Preparer. 72 hours lecture.

37012 Last day to add: 09/02/18

HYB 08/29/18 10/17/18 05:30PM 09:45PM W JFK 118

HYBO 08/29/18 10/17/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Muir

... 8-WEEK CLASSES ... EARLY START

Updated July 2, 2018

ART

ART-6 Art Appreciation 3 UNITS

Prerequisite: None

Advisory: ENG-1A

Description: An introductory course for the non-art major. The creative process and the diversity of style, technique and media, evident in various art forms throughout history and culture. Students may not receive credit for both ART-6 and ART-6H. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

37050 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: K Skiba

BUSINESS ADMINISTRATION

BUS-3 Computer Applications for Business 3 UNITS

Prerequisite: None

Description: This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

37087 Last day to add: 09/04/18

HYB 08/27/18 10/21/18 08:00AM 02:30PM F ATEC 118

HYBO 08/27/18 10/21/18 ON LINE

HYBLO 08/27/18 10/21/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Designated laboratory hours are to be completed online. Please note the start and end dates.

Instructor: C McConnell-Freeman

BUS-18A Business Law I 3 UNITS

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

37075 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

BUS-18A Business Law I 3 UNITS

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

37076 Last day to add: 09/01/18

HYB 08/28/18 10/16/18 06:30PM 09:40PM T JFK 102

HYBO 08/28/18 10/16/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

BUS-20 Business Mathematics 3 UNITS

Prerequisite: None

Description: An introduction to quantitative approaches for solving common business problems using general mathematics and first degree equations. Includes the development and solution of problems in the areas of business statistics, trade and cash discounts, markups and markdowns, perishables, payroll, taxes, simple interest, promissory notes, compound interest, present and future value, annuities and sinking funds, installment buying and credit cards, home ownership costs, insurance, stocks and bonds, mutual funds, financial reports, depreciation, inventory, and overhead. 54 hours lecture.

37081 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: P Worsham

BUS-83 Contracts 1.50 UNITS

Prerequisite: None

Description: A study of the legal and regulatory requirements applicable to contracts for product transportation and logistics functions and considerations for drafting and negotiating contracts with freight carriers, warehouses and other logistics service providers. 27 hours lecture. (Letter Grade, or Pass/No Pass option.)

37094 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Pentis

BUS-86 Transportation and Traffic Management 3 UNITS

Prerequisite: None

Description: A study of the freight transportation system including the demand for freight movement, laws, regulations, pricing, and policies, traffic management and international transportation issues. Focuses on how transportation collaborates with other supply chain functions to optimize cost and customer service. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

37791 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Pentis

BUS-87 Purchasing and Supply Management 3 UNITS

Prerequisite: None

Description: Study of the purchasing and supply manager's responsibilities including the identification, acquisition, positioning and management of materials, services and equipment that organizations needs to attain their goals. Emphasis is on decision making, integration with suppliers, critical internal relationships, and customer (end user) service. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

37095 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: R Beck

COMPUTER APPLICATIONS/OFFICE

CAT-3 Computer Applications for Business 3 UNITS

Prerequisite: None

Description: This course introduces a suite of computer applications to students preparing to enter business, and office professions. Individuals who are already established in these professions may also benefit from skills emphasized which include: use of basic operating system functions, file management, word processing, spreadsheets, database management, and presentation graphics. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

37097 Last day to add: 09/04/18

HYB 08/27/18 10/21/18 08:00AM 02:30PM F ATEC 118

HYBO 08/27/18 10/21/18 ON LINE

HYBLO 08/27/18 10/21/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Designated laboratory hours are to be completed online. Please note the start and end dates.

Instructor: C McConnell-Freeman

CAT-98A Introduction to Excel 1.50 UNITS

Prerequisite: None.

Description: Skill development in electronic spreadsheets using Excel for business and scientific related applications. 27 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

37100 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

OLL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, will be completed online. Please note the start and end dates.

Instructor: B Fuller

COMPUTER INFORMATION SYSTEMS

CIS-3 Computer Applications for Business 3 UNITS

Prerequisite: None.

Description: Introductory to intermediate concepts covering Windows operating system, file management, and various aspects of typical office applications for business and office professionals. (Same as BUS/CAT-3)

37130 Last day to add: 09/04/18

HYB 08/27/18 10/21/18 08:00AM 02:30PM F ATEC 118

HYBO 08/27/18 10/21/18 ON LINE

HYBLO 08/27/18 10/21/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Designated laboratory hours are to be completed online. Please note the start and end dates.

Instructor: C McConnell-Freeman

CIS-98A Introduction to Excel 1.50 UNITS

Prerequisite: None.

Description: An introduction to electronic spreadsheets using Excel. (Same as CAT-98A)

37141 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

OLL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, will be completed online. Please note the start and end dates.

Instructor: B Fuller

COMMUNICATION STUDIES

COM-12 Intercultural Communication 3 UNITS

Prerequisite: None

Advisory: COM-51 and qualification for ENG-1A

Description: This course provides an introduction to the factors affecting intercultural communication. This course focuses on the communication behaviors and values common to all cultures and ethnic groups, as well as the differences that may insulate and divide people. Students will examine influences on the communication process, including aspects such as stereotyping, gender roles, values, beliefs, verbal and nonverbal communication patterns, conflict styles and much more. Students will learn to overcome the communication problems that may result when members of other cultures and/or ethnic groups communicate by evaluating their own intercultural communication patterns and learning skills to increase their effectiveness. 54 hours lecture. (Letter Grade or Pass/No Pass option)

37158 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: A Olaerts

ENGLISH

ENG-1A English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

37954 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

OLL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: C Liang

ENG-1A English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

37971 Last day to add: 09/03/18

HYB 08/27/18 10/19/18 08:15AM 10:10AM TH IT 110

HYBO 08/27/18 10/19/18 ON LINE

HYBLO 08/27/18 10/19/18 ON LINE

The above section is a short term hybrid class and has an 18-hour laboratory requirement to be completed online. Computer with Internet access required. See www.opencampus.com.

Please note the start and end dates.

Instructor: N Morford

GUIDANCE

GUI-45 Introduction to College 1 UNIT

Prerequisite: None

Description: Guidance 45 is designed to introduce academic and occupational programs, college resources and personal factors that contribute to success as a college student. This course includes an extensive exploration of Riverside Community College District resources and policies, orientation to college life, student rights and responsibilities, as well as certificates, graduation and transfer requirements. Students will prepare a Student Educational Plan (S.E.P.). Outcomes of higher education will be discussed through the exploration and application of sociological and psychological principles that lead to success in college and in accomplishing goals. As a result of class activities and exploration of factors influencing educational decisions, class members will be able to utilize the information obtained in class to contribute to their college success. 18 hours lecture. (Pass/No Pass only.)

37385 Last day to add: 09/04/18

LEC 08/31/18 10/19/18 09:30AM 11:50AM F STEM 302

This above section is a short term class. Please note the start and end date

Instructor: Staff

GUI-46 Intro Transfer Process 1 UNIT

Prerequisite: None.

Description: Survey of transfer requirements with hands-on activities through the application process for students transferring to four-year institutions.

37388 Last day to add: 09/01/18

HYB 08/28/18 10/16/18 02:00PM 02:50PM T IT 127

HYBLO 08/28/18 10/16/18 ON LINE

The above section is a short term hybrid class. Internet access is required. Please note the start and end date.

Instructor: M Iliscupidez

MANAGEMENT

MAG-53 Human Relations 3 UNITS

Prerequisite: None.

Description: Practical application of basic psychology in building better employer-employee relationships.

37479 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: G Zwart

MANUFACTURING TECHNOLOGY

MAN-55 Occupational Safety and Health Administration (OSHA) Standards for General Industry 1 UNIT

Prerequisite: None

Description: Covers OSHA policies, procedures, and standards, as well as safety for general industry and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Upon successful course completion, the student will receive either an OSHA 10 or 30 hour general industry or construction industry training completion card. 36 hours lecture. (Letter Grade, or Pass/No Pass option.)

37887 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: P Van Hulle

REAL ESTATE

RLE-80 Real Estate Principles 3 UNITS

Prerequisite: None.

Description: Comprehensive analysis of basic laws, principles, terminology and current practices of California real estate.

37681 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Doll

RLE-81 Real Estate Practices 3 UNITS

Prerequisite: None

Description: Covers basic laws and principles of California real estate, terminology and daily operations in a real estate brokerage. Includes listing, prospecting, advertising, financing, sales techniques, escrow and ethics. Applies toward state's educational requirements for the brokers examination. 54 hours lecture.

37684 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

RLE-82 Legal Aspects of Real Estate 3 UNITS

Prerequisite: None

Description: California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer, conveyance, probate proceedings, trust deeds, and foreclosure, as well as recent legislation governing real estate transactions. Applies toward educational requirement of brokers examination. 54 hours lecture.

37686 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Wagner

THEATER ARTS

THE-3 Introduction to the Theater 3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

37719 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: M Gourley

THE-3 Introduction to the Theater 3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

37721 Last day to add: 09/04/18

OL 08/27/18 10/21/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: H Bauer

••• 8-WEEK CLASSES •••

EARLY START

AMERICAN SIGN LANGUAGE

AML-22 American Deaf Culture (same As Soc-20) 3 UNITS

Prerequisite: None

Description: An introduction to culture and values of Deaf people in North America as reflected in language, literature, art, history, political and social events. Class conducted in American Sign Language with English translation. 54 hours lecture.

47033 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: T Korn

BUSINESS ADMINISTRATION

BUS-10 Introduction to Business 3 UNITS

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

47787 Last day to add: 09/02/18

HYB 08/27/18 10/17/18 11:05AM 12:35PM MW BE 104

HYBO 08/27/18 10/17/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: D Wilcoxson

BUS-10 Introduction to Business 3 UNITS

Prerequisite: None.

Description: Scope, function and organization of contemporary business; fundamentals, concepts, principles, and current practices in the major areas of business activity with an integrated global perspective. 54 hours lecture. (Letter Grade only)

47793 Last day to add: 09/03/18

HYB 08/28/18 10/18/18 02:20PM 03:45PM TTH BE 124

HYBO 08/28/18 10/18/18 ON LINE

The above section is a short-term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: D Wilcoxson

BUS-18A Business Law I 3 UNITS

Prerequisite: None

Description: The social and practical basis of the law. Covers the legal and ethical environment of business, contracts, agency and employment, and the law of sales. 54 hours lecture.

47803 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: L Judon

BUS-22 Management Communications 3 UNITS

Prerequisite: None

Advisory: CAT-30

Description: Examines the dynamics of organizational communication including a cross cultural emphasis. Practical experience is attained in verbal, non-verbal and interpersonal communication. Includes business report writing, letter writing and resume writing. 54 hours lecture.

47811 Last day to add: 09/03/18

HYB 08/30/18 10/18/18 09:35AM 12:45PM TH BE 208

HYBO 08/30/18 10/18/18 ON LINE

The above section is a short-term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Ishihara

BUS-30 Entrepreneurship: Foundations and Fundamentals 3 UNITS

Prerequisite: None

Description: An introductory course designed to explore, identify and evaluate business opportunities with an emphasis on starting and managing a small or existing business: investigating tools and best practices associated with identifying and creating new venture opportunities; explore ways to shape and evaluate the viability of opportunities; understanding key industry factors, market, competitive factors, and customer needs.

47814 Last day to add: 09/03/18

HYB 08/28/18 10/18/18 11:10AM 12:35PM TTH BE 124

HYBO 08/28/18 10/18/18 ON LINE

The above section is a short-term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: D Wilcoxson

BUS-40 International Business - Principles

3 UNITS

Prerequisites: None.

Description: Comprehensive overview of international business designed to provide both beginners and experienced business people with a global perspective on international trade including foreign investments, impact of financial markets, international marketing, and the operation of multi-national corporations. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

47815 Last day to add: 09/02/18

HYB 08/27/18 10/17/18 11:10AM 12:40PM MW BE 210

HYBO 08/27/18 10/17/18 ON LINE

The above section is a short-term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Ishihara

BUS-46 International Business-Introduction to Importing/Exporting

3 UNITS

Prerequisite: None

Description: An introduction to the current U.S. position in the global trade arena with an emphasis on the import/export concerns of the small U.S. firm. Includes import/export assessment, methods of import/export, resources of import/export advice, international market research methods, aspects of overseas buying/selling practices, and import/export documentation and shipping. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

47817 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Ishihara

COMPUTER APPLICATIONS/OFFICE

CAT-1A Business Etiquette

1 UNIT

Prerequisite: None

Description: This course provides students with both the knowledge and the skills required to quickly apply business standards of acceptable behavior and etiquette to project a professional image. It addresses additional topics, such as financial planning, appropriate use of workplace technologies, and written business communications, that students need to know when transitioning from campus to the workplace. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

47820 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short-term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online.

Instructor: P Bainum

CAT-30 Business English

3 UNITS

Prerequisite: None

Advisory: Keyboarding skills or CAT-53 and CAT-34A or CIS-34A or familiarity with Microsoft Word

Description: Examines the mechanics of business communications. Includes a study of grammar fundamentals, sentence structure, punctuation, vocabulary, and spelling. 54 hours of lecture. (Letter Grade, or Pass/No pass option)

47822 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is short-term an online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: S Torre

CAT-36A Legal Office Procedures I

3 UNITS

Prerequisite: None

Advisory: Typing skills and familiarity with MS Word or Corel WordPerfect.

Description: This course is designed to train the student for employment as a secretary in a law office. Specialized training is given in the knowledge and skills required of legal secretaries by the presentation of a basic understanding of legal procedure for legal secretaries. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

47824 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

OLL 08/27/18 10/19/18 ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Cortez

CAT-50 Keyboarding and Document Processing

3 UNITS

Prerequisite: None

Description: Develops motor coordination, memory, thinking, and problem solving skills. Includes mastery of the keyboard on computers and introduction to personal and business typing using word processing software. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

47826 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

OLL 08/27/18 10/19/18 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hours laboratory requirement, are completed online. Please note the start and end dates.

Instructor: Staff

CAT-80 Word Processing: Microsoft Word for Windows

3 UNITS

Prerequisite: None

Advisory: Typing knowledge/skills with at least 40 wpm

Description: This course provides introductory, intermediate, and advanced skill levels necessary to produce a variety of professional documents using Microsoft Word word processing program. Students will develop skills in word processing techniques and tasks. 54 hours lecture and 18 hours laboratory. (TBA Option)

47830 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

OLL 08/27/18 10/19/18 ON LINE

The above section is a short-term web-enhanced class. Internet access is required. Designated laboratory hours are included in the meeting times for this section. Please note the start and end dates.

Instructor: S Huyssoon

CAT-91 Microsoft Project (same As Cis-91)

3 UNITS

Prerequisite: None

Description: This course utilizes Microsoft Project to build, track, and account for variances and changes in the baseline plan. Emphasis is placed on project management, tracking, and information analysis. 54 hours lecture and 18 hours laboratory. (TBA option)

47832 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

OLL 08/27/18 10/19/18 ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Designated laboratory hours are included in the meeting times for this section. Please note the start and end dates.

Instructor: Staff

CAT-93 Computers for Beginners (same As Cis-93)

3

UNITS

Prerequisite: None

Description: This course is designed as a practical step-by-step introduction to computer literacy topics including computer hardware and software, application skills, the Internet and Internet searching, Web page creation and computer ethics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

47833 Last day to add: 09/04/18

WE 08/27/18 10/19/18 08:00AM 10:10AM MWF BE 208

WEL 08/27/18 10/19/18 10:30AM 12:35PM F MLK 219

The above section is a short-term web-enhanced class. Internet access is required. Designated lab hours are included in the meeting times above. Please note the start and end dates.

Instructor: P Bainum

COMPUTER INFORMATION SYSTEMS

CIS-1A Intro to Comp Info Sys

3 UNITS

Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

49254 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

OLL 08/27/18 10/19/18 ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

CIS-1A Intro to Comp Info Sys

3 UNITS

Prerequisite: None.

Description: An introduction to computer concepts and theory, information systems, and computer applications. The development of computer based solutions to business problems using word processors, spreadsheets, databases, presentation graphics, and the Internet.

49253 Last day to add: 09/05/18

HYB 09/01/18 10/20/18 08:00AM 11:10AM S BE 200

HYBO 09/01/18 10/20/18 ON LINE

HYBL 09/01/18 10/20/18 11:15AM 01:20PM S BE 200

The above section is a short-term hybrid class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: J Blyzka

CIS-2 Fundamentals of Systems Analysis (same As Csc-2)

3 UNITS

Prerequisite: None

Description: The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages. 54 hours lecture and 18 hours laboratory.(TBA option) (Letter Grade, or Pass/No Pass option.)

47935 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

OLL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Conrad

**CIS-21 Introduction to Operating Systems
(same As Csc-21)**

3 UNITS

Prerequisite: CIS-1A

Description: An introduction to operating system concepts, structure, functions, performance, and management is covered. A current operating system, such as Windows, Linux, or UNIX is used as a case study. File multi-processing, system security, device management, network operating systems, and utilities are introduced. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

47937 Last day to add: 09/02/18

HYB 08/27/18 10/17/18 09:35AM 11:05AM MW MLK 226

HYBO 08/27/18 10/17/18 ON LINE

HYBL 08/27/18 10/17/18 11:10AM 12:15PM MW MLK 226

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Designated lab hours are included in the meeting times above.

Please note the start and end dates.

Instructor: J Berry

CIS-26A Cisco Networking Academy 1A

4 UNITS

Prerequisite: None

Advisory: CIS-1A, CIS-21, CSC-21 or CIS-25

Description: The architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP (Internet Protocol) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. By the end of the course students will be able to build simple networks, perform basic configurations for routers and switches, and implement IP addressing schemes. Preparation for the CompTIA A+ and Cisco Certified Network Technician (CCENT) certification exam. This course is the 1st of 4 courses in the Cisco CCNA Routing and Switching Curriculum. 72 hours lecture. (Letter Grade, or Pass/No Pass option)

47939 Last day to add: 09/01/18

HYB 08/28/18 10/16/18 06:00PM 10:15PM T MLK 226

HYBO 08/28/18 10/16/18 ON LINE

The above section is a short-term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Cregg

CIS-26A Cisco Networking Academy 1A

4 UNITS

Prerequisite: None

Advisory: CIS-1A, CIS-21, CSC-21 or CIS-25

Description: The architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP (Internet Protocol) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for further study of computer networks. By the end of the course students will be able to build simple networks, perform basic configurations for routers and switches, and implement IP addressing schemes. Preparation for the CompTIA A+ and Cisco Certified Network Technician (CCENT) certification exam. This course is the 1st of 4 courses in the Cisco CCNA Routing and Switching Curriculum. 72 hours lecture. (Letter Grade, or Pass/No Pass option)

47940 Last day to add: 09/02/18

HYB 08/29/18 10/17/18 06:00PM 10:15PM W MLK 226

HYBO 08/29/18 10/17/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Cregg

CIS-26C Cisco Networking Academy 1C

4 UNITS

Prerequisite: CIS-26B

Description: Scaling Networks Describes the architecture, components, and operations of routers and switches in larger and more complex networks. Students learn how to configure routers and switches for advanced functionality. By the end of this course, students will be able to configure and troubleshoot routers and switches and resolve common issues with OSPF, Multiarea OSPF, EIGRP, STP, EtherChannel, and VTP in both IPv4 and IPv6 networks. Students will also develop the knowledge and skills needed to implement Link Aggregation concepts in a small-to-medium network. This course is 3rd of four Cisco-related curricula designed to prepare students for Cisco Certified Network Technician (CCNT), and Cisco Certified Network Associate (CCNA) certification examination. 72 hours lecture. (Letter Grade, or Pass/No Pass option.)

47943 Last day to add: 09/07/18

HYB 08/27/18 10/17/18 06:00PM 10:50PM M MLK 226

HYBO 08/27/18 10/17/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Cregg

**CIS-61 Introduction to Database Theory
(same As Csc-61)**

3 UNITS

Prerequisite: None.

Description: Database design and development using modern "Entity-Relationship" techniques, including data structures, performance, data validation, security and failure recovery techniques. (Same as CSC-61)

47953 Last day to add: 09/07/18

OL 08/27/18 10/19/18 ON LINE

OLL 08/27/18 10/19/18 ON LINE

The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Bhatia

**CIS-62 Ms Access Dbms: Comprehensive
(same As Csc-62)**

3 UNITS

Prerequisite: None.

Description: Use of Microsoft Access DBMS applications including database design, development of queries, forms, reports and macros. (Same as CSC-62)

47954 Last day to add: 09/15/18

OL 08/27/18 10/19/18 ON LINE

OLL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Ruiz

CIS-72A Introduction to Web Page Creation 1.50 UNITS

Prerequisite: None
Advisory: CAT/CIS-95A or competency in the use of a computer, familiarity with the Internet.

Description: An introduction to Web page creation using Extensible Hypertext Markup Language (XHTML). Use XHTML and CSS to design and create Web pages with formatted text, hyperlinks, lists, images, tables, frames, and forms. 27 hours lecture and 18 hours laboratory. (Letter Grade, or Pass/No Pass option.) (TBA option)

47956		Last day to add: 09/04/18
OL	08/27/18 10/19/18	ON LINE
OLL	08/27/18 10/19/18	ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S McLeod

CIS-80 Word Processing: Microsoft Word for Windows (same As Cat-80) 3 UNITS

Prerequisite: None
Advisory: Typing knowledge/skills with at least 40 wpm
 Description: This course is designed to provide introductory, intermediate, and advanced skill levels necessary to produce a variety of professional documents using Microsoft Word word processing program. Students will develop skills in word processing techniques and tasks. 54 hours lecture and 18 hours laboratory.

47960		Last day to add: 09/04/18
OL	08/27/18 10/19/18	ON LINE
OLL	08/27/18 10/19/18	ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Huyssoon

CIS-91 Microsoft Project (same As Cat-91) 3 UNITS

Prerequisite: None.
 Description: Project management, tracking and collaboration using Microsoft Project. (Same as CAT-91)

47962		Last day to add: 09/04/18
OL	08/27/18 10/19/18	ON LINE
OLL	08/27/18 10/19/18	ON LINE

The above section is a short-term online class. Computer with Internet access required. See www.opencampus.com. Designated laboratory hours are included in the meeting times for this section. Please note the start and end dates.

Instructor: Staff

CIS-93 Computers for Beginners (same As Cat-93) 3 UNITS

Prerequisite: None
 Description: This course is designed as a practical step-by-step introduction to computer literacy topics including computer hardware and software, application skills, the Internet and Internet searching, Web page creation and computer ethics. 54 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

47963		Last day to add: 09/04/18
WE	08/27/18 10/19/18 08:00AM 10:10AM MWF	BE 208
WEL	08/27/18 10/19/18 10:30AM 12:35PM F	MLK 219

The above section is a short-term web-enhanced class. Internet access is required. Designated laboratory hours are included in the meeting times above. Please note the start and end dates.

Instructor: P Bainum

CIS-98A Introduction to Excel (same As Cat-98a) 1.50 UNITS

Prerequisite: None.
 Description: An introduction to electronic spreadsheets using Excel. (Same as CAT-98A)

47965		Last day to add: 09/04/18
HYB	08/27/18 10/17/18 11:10AM 12:40PM MW	BE 208
HYBO	08/27/18 10/19/18	ON LINE
HYBL	08/31/18 10/19/18 11:10AM 01:15PM F	BE 208

The above section is a short term hybrid class. Computer with Internet access required. See www.opencampus.com. Designated laboratory hours are included in the meeting time for this section. Please note the start and end dates.

Instructor: Staff

COMPUTER SCIENCE

CSC-2 Fundamentals of Systems Analysis (same As Cis-2) 3 UNITS

Prerequisite: None
 Description: The course presents a systematic methodology for analyzing a business problem or opportunity, determining what role, if any, computer-based technologies can play in addressing the business need, articulating business requirements for the technology solution, specifying alternative approaches to acquiring the technology capabilities needed to address the business requirements, and specifying the requirements for the information systems solution in particular, in-house development, development from third-party providers, or purchased commercial-off-the-shelf packages. 54 hours lecture and 18 hours laboratory.(TBA option) (Letter Grade, or Pass/No Pass option.)

47988		Last day to add: 09/04/18
OL	08/27/18 10/19/18	ON LINE
OLL	08/27/18 10/19/18	ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: P Conrad

CSC-21 Introduction to Operating Systems
(same As Cis-21)

3 UNITS

Prerequisite: CIS-1A

Description: An introduction to operating system concepts, structure, functions, performance, and management is covered. A current operating system, such as Windows, Linux, or UNIX is used as a case study. File multi-processing, system security, device management, network operating systems, and utilities are introduced. 54 hours lecture and 18 hours laboratory. (TBA option)(Letter Grade, or Pass/No Pass option.)

47990 Last day to add: 09/02/18

HYB	08/27/18	10/17/18	09:35AM	11:05AM	MW	MLK 226
HYBO	08/27/18	10/17/18				ON LINE
HYBL	08/27/18	10/17/18	11:10AM	12:15PM	MW	MLK 226

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Designated lab hours are included in the meeting times above.

Please note the start and end dates.

Instructor: J Berry

CSC-61 Introduction to Database Theory
(same As Cis-61)

3 UNITS

Prerequisite: None

Description: This course provides the students with an introduction to the core concepts in data and information management. It is centered around the core skills of identifying organizational information requirements, modeling them using conceptual data modeling techniques, converting the conceptual data models into relational data models and verifying its structural characteristics with normalization techniques, and implementing and utilizing a relational database using an industrial-strength database management system. The course will also include coverage of basic database administration tasks and key concepts of data quality and data security. In addition to developing database applications, the course helps the students understand how large-scale packaged systems are highly dependent on the use of Database Management Systems (DBMSs). Building on the transactional database understanding, the course provides an introduction to data and information management technologies that provide decision support capabilities under the broad business intelligence umbrella. 54 hours of lecture and 18 hours.(TBA Option)

47996 Last day to add: 09/04/18

OL	08/27/18	10/19/18				ON LINE
OLL	08/27/18	10/19/18				ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Bhatia

CSC-62 MS Access DBMS: Comprehensive
(same As Cis-62)

3 UNITS

Prerequisite: None.

Description: Use of Microsoft Access DBMS applications including database design, development of queries, forms, reports and macros. (Same as CIS-62)

47997 Last day to add: 09/04/18

OL	08/27/18	10/19/18				ON LINE
OLL	08/27/18	10/19/18				ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. All hours, including the 18-hour laboratory requirement, are completed online. Please note the start and end dates.

Instructor: S Ruiz

EARLY CHILDHOOD EDUCATION

EAR-28 Principles and Practices of Teaching
Young Children

3 UNITS

Prerequisite: None

Description: An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all young children. Includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. 54 hours lecture.

48066 Last day to add: 09/04/18

OL	08/27/18	10/19/18				ON LINE
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The above section is a short-term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: D Cazares

EAR-53 Parenting-Guiding Yng Children

2 UNITS

Prerequisite: None.

Description: Theoretical and practical guidance and discipline techniques that influence and shape behavior.

48082 Last day to add: 09/04/18

OL	08/27/18	10/19/18				ON LINE
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The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: D Cazares

EAR-54 Contemporary Parent

1 UNIT

Prerequisite: None

Description: This course examines factors affecting child-rearing in the changing social environment.

48084 Last day to add: 09/04/18

OL	08/27/18	10/19/18				ON LINE
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The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Yates

ECONOMICS

ECO-8 Principles of Microeconomics

3 UNITS

Prerequisite: MAT-52

Advisory: MAT-35 and qualification for ENG-1A

Description: Economic theory and analysis as applied to consumer and producer behavior in markets. Emphasizes the allocation of resources and the distribution of income through the price mechanism, and deals with the microeconomic concepts of equilibrium in product and factor markets, perfect and imperfect competition, government intervention in the private sector, and international trade and finance. 54 hours lecture.

47139 Last day to add: 09/03/18

HYB	08/28/18	10/18/18	11:10AM	12:35PM	TTH	BE 210
HYBO	08/28/18	10/18/18				ON LINE

The above section is a short term hybrid class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: A Casolari

ENGLISH

ENG-1A English Composition 4 UNITS

Prerequisite: ENG-50 or ENG-80 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing. Reading and writing assignments include exposition, argumentation, and academic research. Students will produce a minimum of 10,000 words of instructor-evaluated writing. Classroom instruction integrates writing lab activities. Students may not receive credit for both ENG-1A and ENG-1AH. 72 hours lecture and 18 hours laboratory. (TBA option)

47162 Last day to add: 09/03/18

HYB 08/27/18 10/19/18 10:15AM 12:20PM TTH QD 119

HYBO 08/27/18 10/19/18 MLK 119

HYBL

In addition to the time spent in the above short term hybrid class, students are required to attend the Writing and Reading Center in MLK 119 twice a week for 50 minutes in order to fulfill the 18-hour lab requirement. Students must use WebAdvisor to schedule their lab requirement. See WRC-Lab in WebAdvisor for available laboratory sections. Internet access required. See www.opencampus.com. Please note the start and end date.

Instructor: B Osgood-Treston

ENG-50 Basic English Composition 4 UNITS

Prerequisite: ENG-70 or ENG-60B or ESL-55

Advisory: REA-82 or qualifying placement level

Description: Emphasizes and develops skills in critical reading and academic writing as preparation for college-level composition. Students will produce a minimum of 5,000 words of instructor-evaluated writing. Classroom instruction integrates lab activities. 72 hours lecture and 18 hours laboratory. (Letter Grade only.)

47247 Last day to add: 09/02/18

HYB 08/27/18 10/19/18 10:15AM 12:20PM MW QD 203

HYBO 08/27/18 10/19/18 MLK 119

HYBL

In addition to the time spent in the above short term hybrid class, students are required to attend the Writing and Reading Center in MLK 119 twice a week for 50 minutes in order to fulfill the 18-hour lab requirement. Students must use WebAdvisor to schedule their lab requirement. See WRC-Lab in WebAdvisor for available laboratory sections. Internet access required. See www.opencampus.com. Please note the start and end date.

Instructor: B Osgood-Treston

ENGLISH AS A SECOND LANGUAGE

ESL-53 Intermediate Writing and Grammar 4 UNITS

Prerequisite: Qualifying placement level on a state-approved placement instrument or ESL-52

Description: Increases competency in standard written English with a focus on intermediate and writing grammar skills. Instruction includes vocabulary and reading skills necessary for success in intermediate English as a Second Language courses. 72 hours lecture and 18 hours laboratory. (Non-degree credit course. Pass/No Pass only.)

47307 Last day to add: 09/03/18

WE 08/27/18 10/18/18 08:10AM 10:15AM MTWTH QD 101

WEL 08/27/18 10/18/18 10:15AM 11:20AM MW QD 101

The above section is a short term web-enhanced class. Internet access is required. Please note the start and end dates.

Instructor: C Reible

ESL-54 High-intermediate Writing and Grammar 5 UNITS

Prerequisite: Qualifying placement level on a state-approved placement instrument or ESL-53

Description: Emphasizes competency in standard written English with a focus on high-intermediate grammar and writing skills. Instruction includes an intensive review of vocabulary and reading skills necessary for success in high-intermediate English as a Second Language courses. 90 hours lecture and 18 hours laboratory. (Degree credit course. Letter Grade, or Pass/No Pass Option.)

47309 Last day to add: 09/03/18

WE 08/27/18 10/18/18 11:30AM 02:05PM MTWTH QD 101

WEL 08/27/18 10/18/18 MLK 119

In addition to the time spent in the above short term web-enhanced class, students are required to attend the Writing and Reading Center in MLK 119 for 50 minutes twice a week to fulfill the 18-hour laboratory requirement. Students must use WebAdvisor to schedule their lab requirement. See WRC-Lab in WebAdvisor for available laboratory sections. Internet access is required. Please note the start and end dates.

Instructor: M Lugo

ESL-65 American Classroom Culture 1 UNIT

Prerequisite: None.

Description: A survey of academic and language skills necessary for academic success in American classrooms. (Degree credit course. Pass-No Pass only.)

47317 Last day to add: 09/03/18

WE 08/28/18 10/18/18 12:40PM 01:45PM TTH QD 107

Instructor: A Lee

FRENCH

FRE-1 French 1 5 UNITS

Prerequisite: None

Description: Develops basic skills in understanding, reading, communicating and writing in French.

48256 Last day to add: 09/01/18

HYB 08/27/18 10/17/18 06:00PM 08:30PM TTH QD 119

HYBO 08/27/18 10/17/18 ON LINE

HYBL 08/27/18 10/17/18 DL 111

The above section is a short-term hybrid class and has an 18-hour laboratory requirement to be arranged. In addition to the time spent in class, students are required to attend the World Languages Teaching and Learning Lab in DL 111 for 50 minutes twice a week. Internet access is required. See www.opencampus.com. Please note start and end dates.

Instructor: R Sarkis

GUIDANCE

GUI-45 Introduction to College 1 UNIT

Prerequisite: None

Description: Guidance 45 is designed to introduce academic and occupational programs, college resources and personal factors that contribute to success as a college student. This course includes an extensive exploration of Riverside Community College District resources and policies, orientation to college life, student rights and responsibilities, as well as certificates, graduation and transfer requirements. Students will prepare a Student Educational Plan (S.E.P.). Outcomes of higher education will be discussed through the exploration and application of sociological and psychological principles that lead to success in college and in accomplishing goals. As a result of class activities and exploration of factors influencing educational decisions, class members will be able to utilize the information obtained in class to contribute to their college success. 18 hours lecture. (Pass/No Pass only.)

48294 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term and online class. Please note start and end dates. Computer with Internet access is required. See www.opencampus.com.

Instructor: G Schultz

GUI-45 Introduction to College 1 UNIT

Prerequisite: None

Description: Guidance 45 is designed to introduce academic and occupational programs, college resources and personal factors that contribute to success as a college student. This course includes an extensive exploration of Riverside Community College District resources and policies, orientation to college life, student rights and responsibilities, as well as certificates, graduation and transfer requirements. Students will prepare a Student Educational Plan (S.E.P.). Outcomes of higher education will be discussed through the exploration and application of sociological and psychological principles that lead to success in college and in accomplishing goals. As a result of class activities and exploration of factors influencing educational decisions, class members will be able to utilize the information obtained in class to contribute to their college success. 18 hours lecture. (Pass/No Pass only.)

48301 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term and online class. Please note start and end dates. Computer with Internet access is required. See www.opencampus.com.

Instructor: E Brown

KINESIOLOGY

KIN-12 Sport Psychology 3 UNITS

Prerequisite: None

Description: This course links research in sport psychology with techniques to implement the research in real world settings. This course describes, explains, and applies sport psychology concepts and theories to practical experiences. 54 hours lecture.

48358 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term class. Please note the start and end dates. The above section is an online class. Computer with Internet access required. See www.opencampus.com.

Instructor: J McCarron

KIN-12 Sport Psychology 3 UNITS

Prerequisite: None

Description: This course links research in sport psychology with techniques to implement the research in real world settings. This course describes, explains, and applies sport psychology concepts and theories to practical experiences. 54 hours lecture.

48359 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term class. Please note the start and end dates. The above section is an online class. Computer with Internet access required. See www.opencampus.com.

Instructor: J McCarron

LIBRARY

LIB-1 Introduction to Information Literacy 1 UNIT

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

48524 Last day to add: 09/04/18

LEC 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Ellis

LIB-1 Introduction to Information Literacy 1 UNIT

Prerequisite: None

Description: Presents the fundamentals of the effective use of libraries to find, evaluate, interpret, and organize information from a variety of formats, both online and in print, to answer research questions and develop new ones. Through the use of information retrieval systems students will develop an understanding of and practices for the legal access to and ethical use of information. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)

48529 Last day to add:

HYB 08/27/18 10/19/18 08:00AM 10:05AM TH DL 206

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: S Hammock

MANAGEMENT

MAG-47 Applied Business, Management Ethics 3 UNITS

Prerequisite: None

Description: An examination of ethical concerns including corporate, personal, global, environmental, public related issues ethics audits, and corporate social responsibility. (Same as BUS-47)

48534 Last day to add: 09/02/18

HYB 08/27/18 10/17/18 08:00AM 09:30AM MW BE 206

HYBO 08/27/18 10/17/18 ON LINE

The above section is a short-term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: R Pardee

MUSIC

MUS-19 Music Appreciation 3 UNITS

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

48705 Last day to add: 09/04/18
OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: D Foster

MUS-19 Music Appreciation 3 UNITS

Prerequisite: None

Description: A broad survey of music in the Western world, including terminology for describing musical elements, forms, and styles. Organized to acquaint students with the roles of music and musicians in society and with representative musical selections through listening, reading, writing, and live performance. 54 hours lecture.

48707 Last day to add: 09/04/18
OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: D Foster

MUS-25 Jazz Appreciation 3 UNITS

Prerequisite: None

Description: A comprehensive study of jazz from its origins to the present day. Study will be centered on influential composers, instrumentalists, vocalists and arrangers. There will also be an introduction to, and study of, musical elements such as instrumentation, lyrics, form, rhythm and harmony. 54 hours lecture.

48714 Last day to add: 09/04/18
OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Richard

MUS-25 Jazz Appreciation 3 UNITS

Prerequisite: None

Description: A comprehensive study of jazz from its origins to the present day. Study will be centered on influential composers, instrumentalists, vocalists and arrangers. There will also be an introduction to, and study of, musical elements such as instrumentation, lyrics, form, rhythm and harmony. 54 hours lecture.

48715 Last day to add: 09/04/18
OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required. See www.opencampus.com. Please note the start and end dates.

Instructor: C Richard

MUS-89 Music of Multicultural America 3 UNITS

Prerequisite: None.

Description: A comparative and integrative study of the multicultural musical styles of the United States.

48776 Last day to add: 09/04/18
OL 08/27/18 10/19/18 ON LINE

The above section is an online short term class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: P Curtis

MUS-89 Music of Multicultural America 3 UNITS

Prerequisite: None.

Description: A comparative and integrative study of the multicultural musical styles of the United States.

48777 Last day to add: 09/04/18
OL 08/27/18 10/19/18 ON LINE

The above section is an online short term class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: P Curtis

NURSING

NRN-93 Calculations for Healthcare Providers 1 UNIT

Prerequisite: None.

Description: Systems of measurement and principles of dosage calculation for the administration of medications and fluids.

48842 Last day to add: 09/02/18
WE 08/29/18 10/17/18 03:00PM 05:05PM W NURS 155

The above section is a short-term web-enhanced class. Computer with Internet access is required.

Instructor: K Reimer

NURSING/CONTINUING ED

NXN-84 Prepare for Success-Nrs School 1.50 UNITS

Prerequisite: None.

Description: Provides an introduction to and facilitates success in the RCC School of Nursing programs.

48856 Last day to add: 09/02/18
WE 08/29/18 10/17/18 08:00AM 11:10AM W NURS 151

The above section is a short-term class. Internet access is required.

Instructor: T VantHul

PARALEGAL STUDIES

PAL-68 **Civil Litigation/Proced I** 3 UNITS

Prerequisite: None

Description: The first of two courses which provide an overview of the litigation process and the role of the paralegal.

48865 Last day to add: 09/02/18

HYB 08/29/18 10/17/18 06:00PM 09:10PM W

HYBO 08/29/18 10/17/18 ON LINE

The above section is a short term hybrid class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: Staff

PHILOSOPHY

PHI-11 **Critical Thinking** 3 UNITS

Prerequisite: None

Advisory: REA-82

Description: This course presents critical thinking as a skill to be used for better understanding, evaluating, and constructing arguments. The focus will be on developing and enhancing the student's ability to identify, analyze, and present arguments. Topics covered through analysis and writing include the nature of argument, inductive and deductive reasoning, rhetoric, theory of knowledge, scientific method, and informal fallacies. 54 hours lecture.

47437 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Please note the start and end dates. Computer with Internet access required. See www.opencampus.com.

Instructor: C Gobatie

READING

REA-83 **College Reading and Thinking** 3 UNITS

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

47520 Last day to add: 09/15/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Brown

REA-83 **College Reading and Thinking** 3 UNITS

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

47521 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: T Brown

REA-83 **College Reading and Thinking** 3 UNITS

Prerequisite: REA-82 or ESL-73 or qualifying placement level

Description: Intended for students who experience moderate difficulty in reading college-level material. Instruction in reading skills at a more advanced level than those covered in REA-82. 54 hours lecture. (Non-degree credit course. Letter Grade or Pass/No Pass option.)

47519 Last day to add: 09/02/18

HYB 08/27/18 10/19/18 02:00PM 03:25PM MW QD 204

HYBO 08/27/18 10/19/18 ON LINE

The above section is a hybrid class. Internet access is required.

Instructor: R Vas

SPANISH

SPA-1 **Spanish 1** 5 UNITS

Prerequisite: None

Advisory: Completion of placement test to assess level of proficiency in Spanish.

Description: This course concentrates on developing basic skills in listening, reading, speaking and writing. Emphasis is placed on acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of native spoken and written Spanish at the beginning level. This course includes discussion of Hispanic culture and daily life. Students may receive credit for only one of the following: SPA-1 or SPA-1H or SPA-1A and 1B. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

48934 Last day to add: 09/02/18

HYB 08/27/18 10/17/18 10:30AM 01:20PM MW QD 129

HYBO 08/27/18 10/17/18 ON LINE

HYBL 08/27/18 10/17/18 DL 111

The above section is a short term hybrid class and has an 18-hour laboratory requirement to be arranged. In addition to the time spent in class, students are required to attend the World Languages Teaching and Learning Lab in DL 111 for 50 minutes twice a week.

See www.opencampus.com. Please note the start and end dates.

Instructor: E Kobzeva-Herzog

SPA-1 Spanish 1

5 UNITS

Prerequisite: None

Advisory: Completion of placement test to assess level of proficiency in Spanish. **Description:** This course concentrates on developing basic skills in listening, reading, speaking and writing. Emphasis is placed on acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of native spoken and written Spanish at the beginning level. This course includes discussion of Hispanic culture and daily life. Students may receive credit for only one of the following: SPA-1 or SPA-1H or SPA-1A and 1B. 90 hours lecture and 18 hours laboratory.(TBA option)(Letter Grade, or Pass/No Pass option.)

48941 Last day to add: 09/03/18

HYB 08/27/18 10/18/18 02:00PM 04:30PM TTH QD 129

HYBO 08/27/18 10/18/18 DL 111

HYBL

The above section is a short-term hybrid class and has an 18-hour laboratory requirement to be arranged. In addition to the time spent in class, students are required to attend the World Languages Teaching and Learning Lab in DL 111 for 50 minutes twice a week. Internet access is required. See www.opencampus.com. Please note start and end dates.

Instructor: E Kobzeva-Herzog

SPA-2 Spanish 2

5 UNITS

Prerequisite: SPA-1B or SPA-1 or SPA-1H, or qualifying placement level on the Spanish assessment test or the equivalent

Description: Further development of basic skills in listening, reading, speaking and writing. A continued emphasis on the acquisition of vocabulary, structures and grammatical patterns necessary for comprehension of standard spoken and written Spanish at the beginning level. This course includes an expanded discussion of Hispanic culture and daily life. Students may not receive credit for both SPA-2 and SPA-2H. 90 hours lecture and 18 hours laboratory. (TBA option) (Letter Grade, or Pass/No Pass option.)

47594 Last day to add: 09/03/18

HYB 08/27/18 10/18/18 02:00PM 04:30PM TTH QD 122

HYBO 08/27/18 10/18/18 DL 111

HYBL

The above section is a short-term hybrid class and has an 18-hour laboratory requirement to be arranged. In addition to the time spent in class, students are required to attend the World Languages Teaching and Learning Lab in DL 111 for 50 minutes twice a week. Internet access is required. See www.opencampus.com. Please note start and end dates.

Instructor: D Gaylor

THEATER ARTS

THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

48955 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: J Julian

THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

48956 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: M Gourley

THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

48960 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: H Bauer

THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

48961 Last day to add: 09/04/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: M Gourley

THE-3 Introduction to the Theater

3 UNITS

Prerequisite: None

Description: A comprehensive study of theatrical styles and forms with units in directing, acting, designing, technical theater, playwriting, and genres, to acquaint the student with the diverse nature of theater leading to an appreciation and understanding of theater as a separate and distinctive art form. 54 hours lecture.

48962 Last day to add: 09/07/18

OL 08/27/18 10/19/18 ON LINE

The above section is a short term online class. Computer with Internet access required.

See www.opencampus.com. Please note the start and end dates.

Instructor: C Sorenson

THE-5 Theater Practicum

3 UNITS

Prerequisite: None

Advisory: Acting and production skills desirable based on a successful audition
Description: A course in play production from casting to performance including units in acting, set construction, lighting, costuming, house management, props and make-up. Subsequent enrollment will provide the student an opportunity for additional skill and competency development within the subject matter. May be taken a total of four times. 162 hours laboratory.

48977 Last day to add: 09/13/18

WEL 08/27/18 10/21/18 LN STGE

Full-length production of "Newsies." Public performance required. This section has a 162-hour laboratory requirement to be arranged. For more information, contact jodi.julian@rcc.edu. The above section is a web-enhanced class. Internet access is required.

Instructor: J Julian

THE-6 Advanced Theater Practicum

3 UNITS

Prerequisite: THE-5

Description: Advanced play and production from casting to performance including units in acting, technical design and construction, lighting, costuming, house management, props and make-up. Subsequent enrollment will provide the students an opportunity for additional skill and competency development within the subject matter. May be taken a total of four times. 162 hours laboratory.

48979 Last day to add: 09/13/18

WEL 08/27/18 10/21/18 LN STGE

Full-length production of "Newsies." Public performance required. This section has a 162-hour laboratory requirement to be arranged. For more information, contact jodi.julian@rcc.edu. The above section is a web-enhanced class. Internet access is required.

Instructor: J Julian

WELDING TECHNOLOGY

WEL-65A Basic Metal Arc Weld

3 UNITS

Prerequisite: None

Description: An introductory course in shielded metal arc welding, using common metal and materials.

49083 Last day to add: 09/07/18

LEC 08/27/18 10/17/18 08:00AM 09:25AM MT TCHA 128

LAB 08/27/18 10/18/18 09:35AM 11:50AM MTWTH TCHA 130

Instructor: J Knieriem

WEL-95A Introduction to Gas Tungsten Arc Welding

3

UNITS

Prerequisite: None

Description: Introduction to the theory, practical application and joining techniques used in Gas Tungsten Arc Welding (TIG) processes. Emphasis is placed on welding and joining of plate materials 27 hours lecture and 81 hours laboratory.

49092 Last day to add: 09/07/18

LEC 08/27/18 10/18/18 01:00PM 02:25PM MT TCHA 128

LAB 08/27/18 10/18/18 02:35PM 04:55PM MTWTH TCHA 130

Instructor: M Medina