

<b>Class</b>	<b>Description</b>	<b>Prerequisite</b>
<b>Administration of Justice 103</b> <b>Concepts Of Criminal Law</b> <b>3.0 units</b> <i>Transfer Credit: CSU, UC, USC</i>	ADMJ 103 is a study of the legal definition of crime and defenses; purposes and functions of the substantive criminal law; historical foundations; the limits of the criminal law; focus upon the case study approach. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course offers a foundation upon which the upper-division criminal justice course will build.	Prerequisite: ADMJ 101 or equivalent.
<b>American Sign Language 102</b> <b>American Sign Language II</b> <b>4.0 units</b> <i>Transfer Credit: CSU, UC, USC</i>	ASL 102 is designed to provide a continuation of the introductory course. The major focus of this course is to develop students' American Sign Language vocabulary and comprehension of signed material.	Prerequisite: ASL 101 or equivalent.
<b>Architecture 250</b> <b>Introduction To Autodesk Revit Architecture</b> <b>3.0 Units</b>	ARCH 250 teaches the fundamentals of the latest version of Autodesk Revit Architecture design software. Projects of a residential and commercial nature are utilized. Techniques used in the creation of floor plans, section views, elevations, schedules, and other construction documents are covered.	Prerequisite: ARCH 101 or equivalent.
<b>Armenian 101</b> <b>Beginning Armenian I</b> <b>5.0 units</b> <i>Transfer Credit: CSU, UC, USC</i>	ARMEN 101 covers the Armenian alphabet, its letters and their sounds, and the fundamentals of Armenian grammar. Students are taught to pronounce correctly, to acquire a practical vocabulary, and to understand, read, write, and speak simple Armenian. Basic knowledge of the Armenian Culture is presented.	Recommended Preparation: ENGL 100, ENGL 191, or ESL 141, or the equivalent.
<b>Armenian 102</b> <b>Beginning Armenian II</b> <b>5.0 units</b> <i>Transfer Credit: CSU, UC, USC</i>	ARMEN 102 continues the development of fundamental language skills, including comprehension, reading, listening, and more advanced writing skills. The student continues to acquire a practical vocabulary for speaking everyday Armenian. Students read simple texts in poetry and prose that are culturally significant.	Prerequisite: ARMEN 101 or equivalent.
<b>Business Administration 101</b> <b>Introduction To Business</b> <b>3.0 Units</b> <i>Transfer Credit: CSU, UC, USC</i>	BUSAD 101 orients students to the field of business, introducing, in survey form, the functions, characteristics, organization, and problems of business. The course serves as a foundation for later specialized study, and directs the thinking of students to possible careers.	None
<b>Business Administration 110</b> <b>Human Relations In Business</b> <b>3.0 units</b> <i>Transfer Credit: CSU</i>	BUSAD 110 aids future employees as well as present employees in understanding and applying human relations concepts to the business environment. Topics include attitude, morale, motivation, communication, business etiquette, productivity, ethics, customer service and leadership.	Recommended Preparation: Eligibility for ENGL 120 or ESL 151.
<b>Business Administration 141</b> <b>Introduction To Management</b> <b>3.0 Units</b> <i>Transfer Credit: CSU</i>	BUSAD 141 introduces the student to the basic managerial functions within an organization, which include planning and decision making, organizing, staffing, directing, leading, and controlling. These functions apply to managers at all levels, from small business to top executive management.	None
<b>English As A Second Language 141 (ESL)</b> <b>Grammar And Writing IV</b> <b>5.0 Units</b> <i>Transfer Credit: CSU, UC, USC</i>	ESL 141 focuses on grammar and composition for students at the high intermediate level of academic English as a second language. This course provides extensive practice in thesis-based essays, critical analysis of academic reading, and techniques to improve writing content, organization, and grammar. The course covers increasingly complex compositions of 400-450 words in length. Essays are written in response to readings and discussions.	Recommended Preparation: ESL 135 and 137. Recommended Corequisites: ESL 145 and ESL 146
<b>English As A Second Language 151 (ESL)</b> <b>Reading And Composition V</b> <b>4 Units</b> <i>Transfer Credit: CSU, UC, USC</i>	ESL 151 is designed students at the advanced level of academic English as a second language. The course provides extensive practice in thesis-based essays, critical analysis of academic reading, and techniques to improve the organization, syntax, and grammar of the essays. Students write four-to-five paragraph essays of 500+ words in length. Library research techniques are introduced and a research paper is completed.	Recommended Preparation: ESL 145 and ESL 146. Recommended Corequisite: ESL 155 and ESL 159.
<b>Ethnic Studies 121</b> <b>Ethnic And Racial Minorities</b> <b>3.0 units</b> <i>Transfer Credit: CSU, UC, USC</i>	ETH S 121 surveys the major ethnic and racial minorities in the United States to provide a basis for a better understanding of the socio-economic, cultural and political practices and institutions that support or challenge racism, racial and ethnic inequalities, as well as historical and contemporary patterns of interaction between various racial and ethnic groups.	ENGL 100, ENGL 191, or ESL 141, or the equivalent.
<b>Health 102</b> <b>Standard First Aid And CPR</b> <b>3.0 Units</b> <i>Transfer Credit: CSU, UC, USC</i>	HLTH 102 covers the proper care for emergencies involving adults, children and infants. Students gain the knowledge and skills necessary in an emergency to help sustain life and minimize the consequences of injury or sudden illness until advanced medical help arrives. The course includes first aid, cardiopulmonary resuscitation (CPR), automated external defibrillator (AED), injury management, and disease transmission prevention. This course meets the requirements of the American Red Cross for certification in First Aid/CPR/AED school and community.	None

<p><b>Mass Communications 101</b>  <b>Introduction To Mass Communications</b>  <b>3.0 Units</b>  <i>Transfer Credit: CSU, UC, USC</i></p>	<p>MCOMM 101 is a survey course that examines mass communication and its interrelationships with society in the digital age. This introductory course explores the history, institutions, and social impact of mass communication media, including the Internet and social media, print, photography, recordings, film, television, computers, and the role of advertising and public relations. The course includes discussion of theories and effects, economics, technology, law and ethics, global media, media literacy, and social issues, including gender and cultural diversity. Special attention is given to the impact of mass media on how we live and believe as individuals and as a society.</p>	<p>Recommended Preparation: ENGL 100 or ESL 151.</p>
<p><b>Medical Office Administration 101</b>  <b>Healthcare Occupations</b>  <b>2.0 units</b>  <i>Transfer Credit: CSU</i></p>	<p>MOA 101 is an overview of health occupations and provides the study of basic medical mathematics and terminology; anatomy and physiology; career foundations, including healthcare of the past, present, and future; interpersonal dynamics, systems and communications; and healthcare safety and healthcare environment practices, including ethics and legal responsibilities. Students will also be introduced to various healthcare career pathways.</p>	<p>Recommended preparation: Eligibility for ENGL 120, BUSAD 106, or ESL 151.</p>
<p><b>Speech 101</b>  <b>Public Speaking</b>  <b>3.0 units</b>  <i>Transfer Credit: CSU, UC, USC</i></p>	<p>SPCH 101 is an introductory course focusing on public speaking – the process of learning to speak in front of a group of people in a structured, deliberate, organized manner in a variety of public speaking environments. Through their reading of research-based theories and principles of human communication, and critical analysis of public discourse, students learn to research, compose, present and evaluate various types of speeches including informative and persuasive presentations. The course focuses on developing skills in the areas of language, listening, ethics and diversity, audience analysis, evidence evaluation, presentation skills and oral communication effectiveness. Through class discussions, written assignments, verbal and nonverbal communication exercises, and oral presentations, students learn the essential elements of public speaking and how extemporaneous speeches are used in personal and professional contexts. This course satisfies speech requirements for those students who expect to transfer to colleges and universities.</p>	<p>Recommended Preparation: ENGL 100 or ESL 151, or equivalent.</p>
<p><b>Speech 108</b>  <b>Intercultural Communication</b>  <b>3.0 units</b>  <i>Transfer Credit: CSU, UC, USC</i></p>	<p>SPCH 108 is an introductory course focusing on the principles and practices of intercultural communication. This course is designed to help students become familiar with the major theories and research of intercultural communication in domestic and global contexts. Students examine culturally coded communication behaviors to identify and understand differences in communication patterns among individuals and groups from diverse ethnic and cultural backgrounds. The course provides students with an opportunity to enhance their intercultural communication knowledge and skills through practical exercises and activities.</p>	<p>Recommended preparation: Eligibility for ENGL 101. ESL students should complete ESL 155.</p>
<p><b>Theatre Arts 101</b>  <b>Introduction To Theatre</b>  <b>3.0 units</b>  <i>Transfer Credit: CSU, UC, USC</i></p>	<p>T ART 101 introduces students to elements of the theatre arts production process as a collaborative art form including playwriting, acting, directing, design, and criticism. While exploring its elements, practices, and collaborators, its historical, social, political, and economic context will be examined. Note: During the semester, students are expected to attend professional and Glendale Community College Theatre Arts Department productions as a part of the learning process.</p>	<p>None</p>