

1998

Center for Undergraduate Studies Catalog 1998-99

Nova Southeastern University

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**Center for
Undergraduate
Studies**



Catalog 1998-1999



Course numbers in parentheses indicate that the course was previously offered with a different prefix or course number. Course names in parentheses indicate that the course was previously offered under a different name (see ACCT 2050, ACCT 2070). Courses marked with an asterisk fulfill the Gordon Rule.



ACCOUNTING (ACCT)

ACCT 2050 Principles of Accounting I/3 sem. hrs. (formerly called Introduction to Financial Accounting; ACCT 101, 203, 205, 209) Conceptual framework of accounting, including the entity concept, materiality, unit of measure, continuity, and periodicity. Basic double-entry bookkeeping including journalizing of transactions, posting, preparing a trial balance, adjusting, closing, and basic financial statement presentation. **Prerequisite:** TECH 1110.

ACCT 2070 Principles of Accounting II/3 sem. hrs. (formerly called Introduction to Managerial Accounting; ACCT 207) A continuation of ACCT 205. Includes corporate structure, stockholders, equity, long-term liabilities, department and branch accounting, costing methods, cost-volume-profit analysis, and financial statement analysis. **Prerequisite:** ACCT 2050.

ACCT 2100 Managerial Accounting/3 sem. hrs. This introductory course integrates the accounting process with the planning, coordinating, and control functions of the business organization. Topics included are strategic planning, tactical and operational decision making, budgeting, responsibility accounting, and performance measurement. (Cannot be taken by students having credit for ACCT 2070) **Prerequisite:** MGMT 2050, TECH 1110.

ACCT 2200 Financial Accounting I/3 sem. hrs. In this course, the student is introduced to financial accounting and its decision making elements. Areas covered are the conceptual framework of accounting, financial statements and their components, and financial statement analysis. **Prerequisite:** ACCT 2100.

ACCT 3030 Product and Service Costing/3 sem. hrs. (Formerly called Managerial Cost Accounting) Students learn cost measurement techniques in the manufacturing and service sectors. Using a strategic approach, the design and operation of cost accounting systems in both traditional and advanced manufacturing environments are also studied. **Prerequisite:** ACCT 2200.

COURSE DESCRIPTIONS

ACCT 3050 Financial Accounting II/3 sem. hrs. A continuation and expansion of Financial Accounting I (ACCT 2200). The concepts underlying valuation of assets and liabilities are covered. **Prerequisite:** ACCT 2200.

ACCT 3060 Financial Accounting III/3 sem. hrs. A continuation of Financial Accounting II. Covered are the conceptual foundations of Equity, earning per share, the income statement, leases, and deferred taxes. **Prerequisite:** ACCT 3050.

ACCT 3080 Cooperative Education (no credit) Work placement for a period of 16 to 18 weeks. The placement will be directly related to the student's program of study.

ACCT 3110 Federal Taxation I/3 sem. hrs. The fundamentals of individual income taxation. A background of accounting courses is not essential for this course. The course may be of special interest to nonbusiness majors. Topics include exemptions, exclusions, and deductions available to the individual. These concepts will aid the student in the preparation of an individual tax return. **Prerequisite:** ACCT 2050.

ACCT 3120 Federal Taxation II/3 sem. hrs. An overview of the Internal Revenue Code as it applies to partnerships, corporations, estates, and trusts. **Prerequisite:** ACCT 3110.

ACCT 4010 Financial Accounting IV/3 sem. hrs. A continuation of the study of Financial Accounting. Covered are pensions, correction of accounting errors, cash flow statements, fundamental consolidation concepts, international currency accounting, and fund accounting for governments and non-profit organizations. **Prerequisite:** ACCT 3050.

ACCT 4050 Accounting Information Systems/3 sem. hrs. Design and operation of accounting information systems as affected by information theory, computers and behavioral concepts. Internal control in the design and analysis of systems. **Prerequisites:** TECH 2130, ACCT 3060.

ACCT 4210 Auditing/3 sem. hrs. An overview of basic auditing concepts, auditing standards and audit programs. Special emphasis on preparing the student for the auditing section of the CPA examination. **Prerequisite:** ACCT 3050.

ACCT 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in accounting that are not included in the regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering differing content.

ALTERNATIVE DISPUTE RESOLUTION (ADRB)

ADRB 2000 Introduction to Dispute Resolution/3 sem. hrs. This course provides an introduction to conflict and conflict resolution and various ways in which conflict resolution can be practically applied. In addition, the course focuses on some of the basic theories of conflict escalation and de-escalation as well as communication and problem solving skills with practical application using a variety of techniques. The course also introduces the student to the process of negotiating public disputes. **Prerequisite:** Sophomore Standing.

THE ARTS (ARTS)

ARTS 2300 Art and Society/3 sem. hrs. This course examines the ways in which artists and the arts have influenced Western society from the Renaissance to the 20th century, focusing on painting, sculpture, architecture, music, dance and film. Students will also visit local museums and attend musical and theatrical events as a means of gaining a greater understanding of the arts within the local community. Formerly HUM 381.

ARTS 2400 The Theatre Arts/3 sem. hrs. This course focuses on the arts of the Theatre, including drama, music, dance and play production, particularly those plays representing major theatrical trends. Formerly HUM 240.

ARTS 2500 Music through History/3 sem. hrs. This course investigates the contribution of music and composers to Western culture since the Middle Ages. It encourages students' recognition and analysis of instrumental voice and the structure and development of basic musical forms. Formerly HUM 375.

ARTS 2540 Introduction to Film Criticism/3 sem. hrs. Understanding film as an art form through examining its history. Topics include the technological and commercial origins of film, social developments affecting film, and critical approaches to film. **Prerequisite, except for Career Studies students: LANG 2000. Formerly HUM 254.**

ARTS 3000 Film Studies/3 sem. hrs. A study of film in its relation to specific film genres, minorities or literature. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students: ARTS 2540: Intro to Film Criticism.**

ARTS 3020 Women in the Arts/3 sem. hrs. A study of the particular contributions of women in art, music, theatre, and dance. **Prerequisite, except for Career Studies students: ARTS 2300 or ARTS 2500. Formerly WMS/HUM 401.**

ARTS 3300 Myth and Art/3 sem. hrs. This course focuses on the relations between verbal and visual arts, particularly the myths and epics of Europe and the Mediterranean world, and the later literary and artistic traditions developing from them. **Prerequisite, except for Career Studies students: ARTS 2300 or ARTS 2500. Formerly HUM 218.**

ARTS 3400 Non-Western and Modern Art/3 sem. hrs. This course focuses on Asian Oceanic, African and Native American arts and cultures, their discovery by the West, and their influences on the development of 20th-century art and society. **Prerequisite, except for Career Studies students: ARTS 2300 or ARTS 2500. Formerly HUM 220.**

ARTS 4900 Special Topics in the Arts/3 sem. hrs. This course is designed for students with an interest in a particular period or genre of art, music, or theatre, or specific artist, composers, dramatists, or topics not covered in other art, music, or theatre courses. **Prerequisite, except for Career Studies students: ARTS 2300, ARTS 2400, OR ARTS 2500. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval.**

BIOLOGY (BIOL)

BIOL 1040 Environmental Studies/3 sem. hrs. Overview of environmental science that integrates social, economic, technical, and political issues. Problems of ecological disruptions, growth of human populations, land use, energy, water supplies, food

supplies, pesticides, and pollution are covered. Identical to PHYS 1040.

BIOL 1050 Concepts in Biology/3 sem. hrs. (BIOL 102, COR 132, SCI 2018) This course is designed to explore the major concepts in biology from the cell to the behavior of the whole integrated plant and animal. This course is intended for nonscience students.

BIOL 1060 Amoebas to Zebras: Life on Earth/3 sem. hrs. Tiptoe through the tulips, tapeworms, toadstools, tiger sharks, and tarantulas. This course is an overview of the diversity of life on earth, introducing the major groups of living things, from bacteria to mammals, with introductions to basic concepts in ecology, evolution and life processes.

BIOL 1070 Basics of Human Heredity/3 sem. hrs. This course examines basic concepts of genetics and their application to human heredity and diversity. Topics covered include structure and function of DNA, genes and chromosomes, the role of genes in heredity, tracing of genetic traits in family trees, and advances in genetic technologies as applied to human medicine. This course is intended for non-biological science majors.

BIOL 1080 Human Biology/3 sem. hrs. This course explores the biology of the human organism and is designed to provide a framework by which the student can understand human biology at the cellular, molecular, and organismal levels, both in the healthy state and when it is diseased and/or malfunctioning. The course will emphasize the process of recognizing choices and the application of biological knowledge in the decision making process. Topics will include a study of the organ systems, immunity, reproduction and development.

BIOL 1090 The Age of Dinosaurs/3 sem. hrs. An introduction to the most fascinating period of life on earth--The Mesozoic Era--emphasizing the most famous inhabitants of the time--the dinosaurs: their kinds, ecology, evolution, life habits and eventual extinction. The course also introduces basic concepts in evolution, geology and paleontology needed to understand dinosaurs and the other animals and plants that populated the Mesozoic world.

BIOL 1500 Biology I/Lab/4 sem. hrs. An introduction to the biological sciences for students interested in pursuing a career in this area. Includes subcellular and cellular organization, structures and function, biochemistry, classical and molecular genetics, and population dynamics - all arranged around evolution as a major theme. Includes laboratory sessions.

BIOL 1510 Biology II/Lab/4 sem. hrs. Second part of two-part sequence that includes a survey of the five kingdoms and structure and function in plants and animals. Includes laboratory sessions.

BIOL 2200 General Botany/Lab/4 sem. hrs. Introduction to basic structure, life processes and taxonomy of algae, fungi, and plants, emphasis on structure and function of tissues and organs, ecology, and reproduction of flowering plants. Includes laboratory sessions.

BIOL 2220 Marine Biology/3 sem. hrs. Introduction to marine environments of South Florida with emphasis on adaptation of local organisms to a variety of habitats including mangrove swamps, the intertidal zone, sea grass meadows, coral reefs, and the Gulf Stream. Field trips to various South Florida marine habitats will round out the course experience.

BIOL 3010 Anatomy and Physiology of the Vocal Mechanism/3 sem. hrs. Introduction to the anatomy, physiology, and neurophysiology of the vocal mechanism.

BIOL 3200 General Ecology/Lab/4 sem. hrs. Basic principles governing the interaction of organisms and their environment including food webs, energy flow, biogeochemical cycles, factors controlling distribution and abundance, biological and species interaction, species diversity, ecosystem stability, ecological succession, and impact of man. Includes laboratory sessions. **Prerequisites: BIOL 1500 and BIOL 1510**

BIOL 3210 History of Science/3 sem. hrs. This course is a survey of science and scientists from ancient to modern times. The major advancements in life sciences, medicine and oceanography will be discussed from the perspectives and tenor of the times. Some original literature and autobiographies as well as historical reviews will be assigned and discussed.

BIOL 3300 Invertebrate Zoology/Lab/4 sem. hrs. (BIOL 2300, LSC 230) Basic invertebrate zoology including introductory anatomy, physiology, phylogeny, and ecology of major animal phyla from protozoa through echinoderms with emphasis on marine organisms. Includes laboratory sessions. **Prerequisites: BIOL 1500 and BIOL 1510.**

BIOL 3310 Vertebrate Structure and Function/Lab/5 sem. hrs. (BIOL 2310, LSC 231) Basic vertebrate anatomy and physiology. This course deals specifically with form and function of vertebrate organ systems. The lecture period stresses physiology and the laboratory is mainly devoted to gross anatomy. However, the one reinforces the other in presenting a complete picture of functional morphology. Includes laboratory sessions. **Prerequisites: BIOL 1500 and BIOL 1510.**

BIOL 3400 Microbiology/Lab/4 sem. hrs. Introduction to basics of morphology, metabolism, growth, genetics, enumeration, and control and public health aspects of bacteria and viruses, with emphasis on marine processes and types. Includes laboratory sessions. **Prerequisite: BIOL 1500, BIOL 1510 and CHEM 2310.**

BIOL 3600 Genetics/Lab/4 sem. hrs. Review of principles of Mendelian and quantitative inheritance considered at the morphological and molecular levels including a survey of population genetics and theories of natural selection and the study of amino acids and nucleotide substitutions as "evolutionary clocks." **Prerequisite: BIOL 1500, CHEM 2310.**

BIOL 3700 Kinesiology/3 sem. hrs. A study of the anatomy, physiology and biomechanics of the muscle system as it relates to the principles of movement. Students will learn the muscle groups involved with specific movements and the results of the action of particular muscle groups on the overall movement. Both normal and impaired movements will be analyzed.

BIOL 3710 Exercise Physiology/3 sem. hrs. Study of the integration of cardiopulmonary, neuromuscular and musculoskeletal systems as they apply to the movement of body through space. Studied at the chemical, cell and organismal levels.

BIOL 4000 Introduction to Hearing, Speech, and Language Disorders/3 sem. hrs. Understanding of speech, language, and hearing disorders, their classification, manifestation and etiologies. This course does not meet the science general education requirement. Identical to SLP 4000.

BIOL 4100 Neuroanatomy and Physiology/3 sem. hrs. Introduction to anatomy and physiology of developing and mature human nervous system. Identical to SLP 4100.

BIOL 4200 Neurobiology/3 sem. hrs. This course is an introductory survey that covers nerve function from the molecular level to behavior. The objective is to give the advanced student in the biological sciences insight into fundamental mechanisms of nervous integration. The instructional format will consist of lectures, discussion groups, computer simulations and guest lectures by practicing neuroscientists.

BIOL 4340 Cellular and Molecular Biology/3 sem. hrs. Study of the subcellular architecture and function, growth, and reproduction of prokaryotic and eukaryotic cells. This course does not include laboratory sessions. **Prerequisite: BIOL 1500 CHEM 2310.**

BIOL 4350 Cellular and Molecular Biology/Lab/4 sem. hrs. Study of the subcellular architecture and function, growth, and reproduction of prokaryotic and eukaryotic cells. Includes laboratory sessions. **Prerequisite: BIOL 1500, CHEM 2310.**

BIOL 4400 Developmental Biology/Lab/4 sem. hrs. Principles of human cellular differentiation, morphogenesis, and development, with comparisons to lower animal forms. **Prerequisites: BIOL 1500 and BIOL 1510.**

BIOL 4450 Biochemistry/Lab/4 sem. hrs. Chemistry of proteins, lipids, carbohydrates, and nucleic acids; principles in enzymology, metabolism, and bioenergetics. **Prerequisite: BIOL 1500, CHEM 3200 or 3310.**

BIOL 4500 Independent Research I/1 sem. hr. Initiation of laboratory or field research in biology in consultation with an advisor. **Prerequisite: permission of department.**

BIOL 4510-4560 Independent Research II/1 sem. hr. Continuation of laboratory or field research in biology. **Prerequisite: BIOL 4500 and permission of department.**

BIOL 4570 Independent Research III/1 sem. hr. Completion of laboratory or field research in biology culminating with a thesis. **Prerequisite: BIOL 4500 and permission of department.**

BIOL 4600 Biological Bases of Behavior/3 sem. hrs. Genetic neural, and endocrine bases of behavior. Neuroanatomy and chemical and electrical events in the nervous system. Sensory processes, motivation, emotion, and arousal. **Prerequisites: BIOL 1020 or 1050, PSYC 1020. Identical to PSYC 4600.**

BIOL 4900 Special Topics in Biology/1-3 sem. hrs. Topics in advanced biology that are not included in a regular course offering. Prerequisites may be required. Specific content and prerequisites are announced in the course schedule for the given term. Students may re-enroll for Special Topics covering different content.

BUSINESS (BUSS)

BUSS 1010 Introduction to Business/3 sem. hrs. A basic course in the study of the private enterprise system. A brief history and background of the system and its components, functions, disciplines, and laws. The future of enterprise as a network is discussed.

BUSS 2130 Business Applications of Microcomputers/3 sem. hrs. (BUS 113) Theory and application of programs for microcomputers that are useful in the business environment. Accounting, database management, and information system management programs will be included. A computer laboratory-oriented course. **Prerequisites: ACCT 2100, TECH 1110. Identical to TECH 2130.**

BUSS 2150 Business Law I/3 sem. hrs. The fundamentals of business law, contract law, property law, and negotiable instruments as these areas apply to business organizations. Credit cannot be obtained for both BUSS 2150 and LEGS 2400.

BUSS 2700 Current Issues in Telecommunications/3 sem. hrs. A foundation of basic telecommunications applications and principles will be established. The technical and managerial aspects of telecommunications from a business perspective will also be presented. Special emphasis will be placed on current technological, legislative, and regulatory issues facing the telecommunications industry.

BUSS 3020 Business Communications/3 sem. hrs. Study of strategy and implementation of effective written and oral business communications. Topics include persuasive messages, delivery of good news and bad news, sales letters, collection messages, design of business reports and oral presentations, use of visual aids, and effective memos. **Prerequisite: LANG 1500. Identical to MGMT 4900.**

BUSS 3050 Organization Theory/3 sem. hrs. Emphasizes modern organizations and their structure and systems. The special problems of large research and development organizations; project and/or program management; matrix management; venture management; and contingency management. **Prerequisite: MGMT 2050.**

BUSS 3080 Cooperative Education (no credit) Work placement for a period of 16 to 18 weeks. Placement will be directly related to the student's program of study.

BUSS 3100 Small Business Management/3 sem. hrs. A study of management problems that relate to the small-scale entrepreneur. The evaluation of options available and decisions to be made in initiating a business: implementing financial and administrative controls, operating systems, pricing and marketing strategy, and understanding the legal environment in which the business must function.

BUSS 3150 Business Law II/3 sem. hrs. A continuation and expansion of Business Law I. Agency law, bailments and the Uniform Commercial code as these areas apply to business organizations. **Prerequisite: BUSS 2150**

BUSS 3250 Business, Government, and Society/3 sem. hrs. Consideration of relationships between business enterprises and the social and political milieu in which these enterprises operate. New concepts in business ethics and corporate responsibility. Governmental regulation of business.

BUSS 3500 Business Relations and Organizations/3 sem. hrs. Topics will include contracts (the essential elements, defenses to enforceability, third party beneficiaries and assignments), the Uniform Commercial Code, sole proprietorships, general and limited partnerships, and corporations. This course is not required for those students who have taken BUSS 2150 and BUSS 2160. Identical to LEGS 3500.

BUSS 3550 Introduction to International Business/3 sem. hrs. Survey of the field that includes the legal and cultural environment of international business; international financial system; management of international operations; personnel and labor relations; international marketing; international economics, trade, and finance; multinational enterprise; international accounting.

BUSS 4090 Quantitative Methods/3 sem. hrs. Emphasis on specific decision-making tools and their applications in various business situations. How to solve problems of cost-volume-profit analysis; linear programming; Markov-chain gaming; the assignment problem; the transportation problem; PERT and other network models; decision theory; inventory problems; computer simulation; and waiting line models. **Prerequisite: MATH 3020.**

BUSS 4100 Business Ethics/3 sem. hrs. Examines the nature of morality and the theories of normative ethics. Identifies a variety of ethical issues and moral challenges within the corporation. Focuses on moral problems involving consumers, the environment, the professions, and the role of the corporation in our society.

BUSS 4200 Real Estate Practice/3 sem. hrs. Topics will include interests in real property, contracts, deeds, mortgages and other encumbrances, mortgage foreclosure procedures, title searches, title insurance, and leases. Students will prepare closing documents for a residential real estate transaction. **Prerequisite:** LEGS 2150 or LGST 2010; or permission of coordinator. Identical to LEGS 4250.

BUSS 4610 Business Research Methods/3 sem. hrs. Research designs commonly used in business decision making. Survey, observation, data analysis, sampling, and quasi-experiments, as they relate to the analysis and proposed solutions of real problems in an organizational setting. Students will submit a research proposal as part of the course requirements. **Prerequisites:** LANG 1500 or LANG 3110; MATH 3020.

BUSS 4620 Management Applied Project/3 sem. hrs. This is a course registration number for students in the BPM program who must complete an applied project, or Practicum, as part of their degree requirements. Students will meet in peer study-review groups on an occasional basis rather than a regularly scheduled class. **Prerequisites:** BUSS 4610 and approved project proposal.

BUSS 4880 Business Strategy and Policy/3 sem. hrs. An integrative senior-year course in which the disciplines of management, finance, behavioral sciences, and marketing will focus on the solution of specific business problems. Case studies will be employed in this course. **Prerequisites:** ECON 2010, ECON 2020 or ECON 3150, and FINC 3010; LANG 2010 or LANG 3120; and senior standing.

BUSS 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in business that are not included in regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may re-enroll for Special Topics covering differing content.

BUSS 4990 Independent Study in Business/1-12 sem. hrs. (BUSS 197, 297, 397, 497) The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. **Prerequisite:** written consent of instructor and division director.

CHEMISTRY (CHEM)

CHEM 2300 General Chemistry I/Lab/4 sem. hrs. Basic chemical calculations, periodicity, bonding, inorganic reactions, and kinetics. First half of General Chemistry Continuum. Includes laboratory sessions. **Prerequisite:** MATH 1040 with a C- or better.

CHEM 2310 General Chemistry II/Lab/4 sem. hrs. Continuation of General Chemistry Continuum including thermodynamics, acid-base reactions, electrochemistry, and nuclear chemistry. Includes laboratory sessions. **Prerequisite:** MATH 1200 and CHEM 2300.

CHEM 3200 Essentials of Organic Chemistry/4 sem. hrs. A one-semester study of the structure, nomenclature, preparation, properties and reactions of organic compounds, organized by functional groups and reaction mechanisms. Includes laboratory sessions. **Prerequisite:** CHEM 2310.

CHEM 3250 Bio-organic Chemistry/Lab/4 sem. hrs. Introduction to structure, properties, and reactions of major organic chemical groups with emphasis on those important in biochemical processes, biological macromolecules, and basics of carbohydrate, lipid, and protein metabolism. Includes laboratory sessions. **Prerequisite:** CHEM 2310.

CHEM 3300 Organic Chemistry I/Lab/4 sem. hrs. The chemistry of carbon compounds, including their structure, nomenclature, preparation, reactions, analysis, and properties. Reaction mechanisms are stressed within a functional group framework. Includes laboratory sessions. **Prerequisite:** CHEM 2310.

CHEM 3310 Organic Chemistry II/Lab/4 sem. hrs. Continuation of CHEM 330, Organic Chemistry I/Lab, includes laboratory sessions. **Prerequisite:** CHEM 3300.

COMMUNICATIONS (COMM)

COMM 2010 Introduction to Journalism/3 sem. hrs. Training in the elements of reporting with emphasis on the modern news story. Students will learn the elements of news, the style and structure of news writing, and the technology of newspaper production. **Corequisite:** LANG 1500.

COMM 2020 Introduction to Broadcast Journalism/3 sem. hrs. Training in the elements of broadcast reporting with emphasis on the modern electronic news story. Students will learn the elements of broadcast news, the style and structure of broadcast news writing, and the technology of radio productions. **Corequisite:** LANG 1500 or COMM 2030.

COMM 2030 Introduction to Broadcast Technology/3 sem. hrs. Students will be trained in using the equipment appropriate to modern broadcasting conditions in television and/or radio, including broadcast equipment and computer-oriented broadcasting devices. **Corequisite:** LANG 1500.

COMM 2100 Mass Media/3 sem. hrs. An examination of the impact of technology on the way we receive and process information and images, the basic legal and economic structure of the mass media, historical precedents and events of mass media, the new cultural forms that have emerged with the mass media, and the nature and implications of developing media technologies.

COMM 2510 Intermediate Telecommunications/3 sem. hrs. Students will be introduced to technological skills and tools that will assist them in modern communications, such as electronic publishing, electronic graphics, mainframe networks, electronic databases, etc. **Prerequisite:** TECH 1110 or equivalent.

COMM 3010 Ethical Issues in Communication/3 sem. hrs. Students will explore ethical issues specific to the communications industry.

COMM 3100 Gendered Images in Popular Culture/3 sem. hrs. This course examines gendered images in popular media other than literature, including film music videos, television and comic books, and their impact on mainstream America.

COMM 4010 Information Theory/3 sem. hrs. Students will examine the theoretical foundations of the "information society" and information theory, by examining the works of major theorists such as Claude Shannon and those whom he has influenced. **Prerequisite:** senior standing or permission of instructor.

COMM 4900 Special Topics in Communication/3 sem. hrs. This course offers a cross-sectional view of the media through a focus on a particular medium, theme or genre. Specific focus to be announced. May be repeated once for credit, if content changes and Department approval. **Prerequisite, except for Career Studies Students:** One course in Communications listed above.

COMMUNICATION SCIENCES AND DISORDERS (CSAD)

CSAD 2000 Introduction to Hearing, Speech and Language/3 sem. hrs. Understanding of speech, language, and hearing disorders and their classifications, manifestations and etiologies.

CSAD 4050 Audiology/3 sem. hrs. Instruction in test administration in an interpretation of standard and specialized tests of auditory function. **Prerequisites:** CSAD 3020, CSAD 3040, CSAD 3050.

CSAD 3010 Phonetics/3 sem. hrs. History, theory, and application of phonetics, including sampling and transcription techniques.

CSAD 3020 Anatomy and Physiology of the Speech and Hearing Mechanisms/3 sem. hrs. Introduction to the anatomy and physiology of the auditory and vocal mechanisms.

CSAD 3030 Speech and Language Development/3 sem. hrs. Study of prelinguistic and psycholinguistic variables related to normal development from infancy through adolescence.

CSAD 3040 Neuroanatomy/3 sem. hrs. Introduction to the anatomy and physiology of the developing and mature human nervous system.

CSAD 3050 Hearing and Speech Science/3 sem. hrs. Physical bases and process of the production and perception of hearing, language and speech.

CSAD 3060 Directed Observation/1 sem. hr. Twenty-five hours of observations of evaluation and management of clients, and class discussion of observations of evaluation and management of clients, and class discussion of observations.

CSAD 4010 Evaluation of Speech and Language Disorders/3 sem. hrs. Principles of screening and evaluation of clients typically seen in clinic and school settings, including administration of specific evaluation instruments.

CSAD 4020 Evaluation Practicum/1 sem. hr. Participation in speech- language screenings, and observation and participation in full diagnostic evaluations with clients. A minimum number of contact hours required.

CSAD 4030 Treatment of Speech and Language Disorders/3 sem. hrs. Overview of treatment strategies used in management of communication disorders.

CSAD 4040 Treatment Practicum/1 sem. hr. Participation in clinical management of clients having communication disorders. A minimum number of contact hours required.

COMPUTER AND INFORMATION SCIENCES (CSIS)

CSIS 1400 Discrete Mathematics/3 sem. hrs. An introduction to the concepts and techniques of discrete mathematical structures that are used in the theory and application of computer science. Topics covered include logic, set theory, relations, functions, recurrence relations, matrices, algebraic structures, and graph theory. **Prerequisite:** MATH 1030 and TECH 1110 or equivalent.

CSIS 1600 Logic Design/3 sem. hrs. This course will give the students an introduction to the basic fundamentals and elements of logic design. The course covers the number theory, fundamentals of Boolean algebra, state diagrams, combinational and sequential circuits, and design techniques with logic array components. **Prerequisite:** MATH 1030.

CSIS 1900 Introduction to Computer Programming /4 sem. hrs. An introduction to the principles of computer science by program development, knowledge representation, and problem solving. Extended Standard SCHEME is used to present the concepts and principles of programming in a NATURAL LANGUAGE form independent of any specific computer language. Concepts include first-class data structures, higher order functions, recursion, and algorithm design. **Prerequisite:** TECH 1110.

CSIS 2200 Business Oriented Language (COBOL)/4 sem. hrs. A study of the COBOL programming language with emphasis on business applications. Students apply a structured, multiphase program development process that features a series of steps

involving understanding of problem, formal problem definition, design methodologies, program specification, breakdown, and files using COBOL. **Prerequisites:** CSIS 1400 and CSIS 2150.

CSIS 2310 Advanced COBOL/3 sem. hrs. A study of advanced COBOL programming using structured techniques. Topics to be covered include table handling, sequential and indexed file processing, database access, editing, sorting, and the Report Writer. **Prerequisite:** CSIS 2200.

CSIS 2410 Assemblers and Assembly Language Programming/4 sem. hrs. A detailed analysis of the operation of assemblers. Assembler features, assembly language programming, and macro facilities. Assembly language programs will be written as part of this course. **Prerequisites:** CSIS 1400, CSIS 1600, and CSIS 1900.

CSIS 2600 C++ Programming Language/4 sem. hrs. An introduction to Object-Oriented programming using the C++ language. The design and implementation of programs using class libraries. Topics include data types, in line and overloaded functions and operators, class types and members, access and protection of members and friends, constructors and destructors, and streams. **Prerequisite:** CSIS 2410.

CSIS 3000 Introduction to Computer Graphics through Applications/3 sem. hrs. This course explores the principles underlying computer graphics through the use of powerful computer graphics programs and accessible computer graphics programming languages. Tools to be used include Visual Basic, PostScript, HyperCard, Photoshop, Illustrator, TrueSpace, and graphical extensions to the Scheme programming language, as well as applications for such specialized tasks as ray tracing, morphing, and constructing fractal landscapes. **Prerequisites:** CSIS 1900.

CSIS 3010 Organization of the Computer Environment/3 sem. hrs. Management of the computer environment, personnel, customer interface, budgeting, coordination, policy development, staffing, department interface, hardware and software selection planning, maintenance, and management. **Prerequisite:** CSIS 1900.

CSIS 3020 Internet Programming/3 sem. hrs. This course will introduce the essentials of Internet Programming. Students will design and write WWW pages in HTML, Javascript and shell scripting languages. Programs will manipulate many forms of data including hypertext, graphics, audio and video. Students will develop interactive/executable web pages. Other topics covered will include clickable image maps, cgi-bin scripting, and security. **Prerequisite:** CSIS 2600.

CSIS 3060 Digital Design/3 sem. hrs. Register transfer-level design of digital computers, data transfer hardware, organization of the central processing unit, design of the controller, and a complete design example. **Prerequisites:** CSIS 1600 and CSIS 2410.

CSIS 3080 Cooperative Education (no credit) Work placement for a period of 16-18 weeks. Placement will be directly related to the student's program of study.

CSIS 3110 Foundations of Computer Science/4 sem. hrs. Included are the mechanization of abstraction in computer science, prepositional logic and predicate logic, induction versus recursion, countable and non-countable sets, finite state automata and regular expressions, pushdown automata and context-free languages, Turing machines, decidability and computability, and computational complexity. **Prerequisites:** CSIS 2600 and MATH 2200.

CSIS 3200 Organization of Programming Language/3 sem. hrs. Development of an understanding of the organization of programming languages, introduction to formal study of programming language specification and analysis, comparison of two or more high-level modern programming languages. **Prerequisite:** CSIS 2600.

CSIS 3250 Networks and Data Communication/3 sem. hrs. An introduction to basic computer-driven data communications. The protocols, services, interfaces, and platforms for the transmission of data on networks are investigated. The integration of homogeneous & heterogeneous networks is developed: bridges, routers, and gateways. The OSI architecture is defined. The topology of network architecture is covered and the details of connection and connection less service, dedicated and switched circuits, access, error detection and correction explained. **Prerequisite:** CSIS 2600.

CSIS 3310 Object-Oriented Programming/4 sem. hrs. An advanced course in Object Oriented programming. Includes advanced programming techniques of inheritance, virtual functions, and polymorphism. The principles of reusability, composition, and aggregates are developed. Fundamental abstract data types such as stacks, queues, and forward and backward linked-lists are used for problem solving. **Prerequisite:** CSIS 2600.

CSIS 3400 Data Structures/4 sem. hrs. A course in fundamental data structures and their application in the context of C++. Advanced data structure concepts are developed including paged binary trees, B and B++ trees, hashing, directed graphs, matrices, set manipulation, and finite state machines. Quantitative analysis of algorithms are employed. Advanced sorts and string searches are developed for data manipulation and class libraries implemented for complicated heterogeneous data files like multimedia. Advanced concepts of abstraction with bags and polymorphism are investigated. **Prerequisites:** CSIS 3310.

CSIS 3420 Introduction to File Structures/3 sem. hrs. An introduction to the concepts and techniques of structuring data on bulk storage devices. File access techniques of structuring used on storage devices, and file input/output are covered. **Prerequisite:** CSIS 3400.

CSIS 3530 Introduction to Artificial Intelligence/3 sem. hrs. Introduction to the basic concepts and techniques of AI and expert systems. Topics include logic, problem solving, knowledge representation methods, reasoning techniques, search strategies, and heuristic methods applied in AI and expert systems. Techniques for natural language processing, modeling, and pattern matching are developed. Symbolic languages like Scheme and Prolog are used. **Prerequisites:** CSIS 3400 and MATH 2200.

CSIS 3610 Numerical Analysis/3 sem. hrs. An implementation course using C/C++ that devises methods for approximating solutions to mathematically expressed problems derived from physical phenomena. Topics include linear and non-linear systems of equations and producing solutions within specified tolerance for a sequence of algebraic and logical operations. **Prerequisites:** CSIS 3400, and MATH 2200.

CSIS 3750 Software Engineering/4 sem. hrs. An introduction to the process of developing software systems. Software life-cycle models, quality factors, requirements analysis and specification, software design (functional design and object-oriented design), implementation, testing, management of large software projects. **Prerequisite:** CSIS 3310.

CSIS 3810 Operating Systems Concepts/3 sem. hrs. Methods in the analysis and design of large-scale systems, including concepts of semaphores, processes, linear address space, resources allocation, protection, basic topics in operating system development. **Prerequisite:** CSIS 3310 and MATH 2200.

CSIS 4010 Computer Security/3 sem. hrs. Issues of security, privacy, and control from the viewpoint of the computer user. Emphasis on procedures for protecting systems from unauthorized use, theft, vandalism, and natural disasters. Ethical issues in computer usage are covered. **Prerequisites:** CSIS 3400 and CSIS 3810.

CSIS 4050 Computer Architecture/3 sem. hrs. A structured approach to the architecture of computers is covered as the interrelation of software and hardware design: logic level, machine level, operating system level, assembly language level. CISC/RISC and parallel architectures are introduced. **Prerequisite:** CSIS 3810.

CSIS 4310 Distributed Data Processing/4 sem. hrs. Concepts and mechanisms in the design of distributed systems: process synchronization; reliability; distributed resource management; deadlock; and performance evaluation. Case studies of selected distributed systems are covered. **Prerequisite:** CSIS 3250 and CSIS 3400.

CSIS 4350 Introduction to Robotics/3 sem. hrs. Principles and concepts of modern robots and automated systems are developed: robot's intelligence, drive methods, motion control, software and hardware support. **Prerequisite:** requires senior standing.

CSIS 4530 Database Management/3 sem. hrs. Concepts and structures necessary to design and implement a database system, including logical and physical file organization and data organization techniques, data models, networks, data integrity and file security. Topics covered include logical and user's viewpoint, theoretical foundations, and physical system implementation. **Prerequisite:** CSIS 3400.

CSIS 4600 Systems Programming/4 sem. hrs. A study of various system programming techniques, hardware-software interface, software-controlled hardware. A comparison of several existing computer systems will be made. **Prerequisite:** CSIS 2410 and CSIS 3400.

CSIS 4610 Design and Analysis of Algorithms/3 sem. hrs. Topics include algorithmic paradigms such as divide-and-conquer, greedy methods, and concepts relating to analysis such as asymptotic notation and NP-completeness. Sorting and searching algorithms are designed and analyzed, as are algorithms for manipulating trees, graphs, and sets. **Prerequisite:** CSIS 3400 and MATH 2200.

CSIS 4650 Interactive Computer Graphics/3 sem. hrs. An introduction to the principles of interactive computer graphics. Topics include fundamentals of raster graphics (scale-conversion, clipping, fill methods, and anti-aliasing), 2D and 3D transformations, projections, 3D modeling, hidden surface removal methods, ray tracing, and graphical user interfaces. The hardware of the graphic environment is defined and new development platforms for graphics in windows investigated. **Prerequisite:** CSIS 3400.

CSIS 4710 Advanced Microcomputer Applications Interfacing/3 sem. hrs. This course will deal with the hands-on use of a microcomputer utilizing word processor, spreadsheet, database interfacing with programming languages, and introduction to decision support systems and expert systems. **Prerequisite:** requires senior standing and TECH 1110 or equivalent.

CSIS 4800 Introduction to Compilers and Interpreters/3 sem. hrs. An introduction to compiler/interpreter design. Topics include lexical analysis, parsing, intermediate code, final code generation, optimization, and error recovery. **Prerequisite:** CSIS 3400.

CSIS 4840 UNIX Operating System Environment/3 sem. hrs. The concepts of the UNIX operating system are presented. Topics include system commands, system editors, awk, sed, text formatting tools, and shell programming. The use of modem and terminal software and system maintenance utilities are covered as well as system calls in C, lex, yacc, ar, and make. **Prerequisite:** CSIS 2600.

CSIS 4880 Special Topics in Computer Science/3 sem. hrs. Topics in computer science that are not included in regular course offerings. Specific contents is announced in the course schedule for a given term. **Prerequisites:** requires senior standing and consent of instructor.

CSIS 4890 Special Topics in Computer Information Systems/3 sem. hrs. Topics in computer information systems that are not included in regular course offerings. Specific contents is announced in the course schedule for a given term. **Prerequisites:** requires senior standing or consent of instructor.

CSIS 4900 Directed Project/3 - 8 sem. hrs. A major project will be completed by the student under the direction of a faculty member. **Prerequisite:** requires senior standing.

CSIS 4960 Design Automation/3 sem. hrs. System design using automated tools such as MAGIC and SPICE. **Prerequisites:** CSEE 3050 and senior standing.

CSEE 3050 Electronics for Computer Science Majors/3 sem. hrs. An introduction to network analysis and electronic circuitry. Definitions of circuit parameters and components: voltage, current, resistance, capacitance, and inductance. Fundamental circuit analysis techniques, series and parallel combinations of components, transistor and diode characteristics and their applications in logic circuits, differences in existing manufacturing technologies for VLSI such as C-MOS, N-MOS, P-MOS. **Prerequisite:** CSIS 1600.

CSEE 4600 Microprocessor Applications/3 sem. hrs. Applications in the design and stimulation of microprocessor-based systems. **Prerequisite:** Senior standing.

COOPERATIVE EDUCATION (COOP)

COOP 3810-COOP 3919 Cooperative Education/1-3 sem. hrs. A 10-20 hour per week work experience for 16 weeks in the student's major area of study or area of career interest. **Prerequisite:** cumulative GPA of 2.5 or higher, completion of 36 or more credit hours and permission of instructor. Contact coordinator of Community Service.

CORE STUDIES IN PROFESSIONAL AND LIBERAL STUDIES (CORE)

***CORE 1410 Journey I/3 sem. hrs.** The metaphor of life as a journey provides the vehicle for this exploration. Students will examine literary and other creative works as well as participate in the process of documenting their own undergraduate journey.

***CORE 1420 Human Nature, Human Behavior/3 sem. hrs.** An examination of the biological and environmental influences that shape the individual. An analysis of classic and contemporary sources will help the student think critically about basic theories and issues such as nature versus nurture, the mind/body dichotomy, cognitivism, behaviorism, and the scientific explanation of behavior.

***CORE 1430 The Living Earth: An Environmental Perspective/3 sem. hrs.** Students will study the science of ecology and the impact made by humans on the environment. The course will make obvious

the fact that there are no simple answers or quick solutions to the environmental problems now faced. It will, however, help students gain a more complete and genuine understanding of the cause-and-effect relationships that operate in the environment, thereby providing a basic perspective by which they can evaluate their own responsibility to the long-term sustainability of the biosphere.

***CORE 1440 Other Voices, Other Visions: Multicultural Perspectives/3 sem. hrs.** This course examines the role of "world view," encourages an appreciation of different people and cultures, and fosters respect for diversity in local, national, and international environments.

***CORE 2450 Individual and Social Systems/3 sem. hrs.** A study of the nature of institutions and the reciprocal relationship between individuals and institutions. Emphasizes in particular the goal of developing a sense of community and social responsibility among students and faculty.

CORE 2460 Economic Transformations and Society/3 sem. hrs. This course will study the impact of economic interactions based on the assumption that the economy is merely one aspect of a whole ecological, social, and political fabric. Economic systems and issues will be analyzed within the broader context of human rights, environmental consequences, and ideological goals and outcomes.

***CORE 3470 Ethical Systems/3 sem. hrs.** An examination of ethical systems that instruct in matters related to moral action, moral judgment, and responsibility. Ways of reviewing contemporary moral issues such as abortion, euthanasia, and racial discrimination are among individual topics. **Prerequisite:** requires junior standing.

CORE 4480 Journey II: The Capstone Experience/3 sem. hrs. This course is intended as a capstone experience, meant to tie together various themes and subjects which the student has studied in other core classes. Students will use the journey metaphor to explore their own personal and professional journeys now and after graduation. **Prerequisite:** requires senior standing.

CRIMINAL JUSTICE (CRJU)

CRJU 2200 Criminal Law/3 sem. hrs. Study of the field covering its historical development, terminology, trends and theories, the nature of crime, the elements of major crimes, and defenses.

CRJU 2300 Introduction to Law Enforcement/3 sem. hrs. Study of the police including its historical development, functions, operations, and organizations.

CRJU 3000 The Criminal Justice System/3 sem. hrs. Study of the role and operation of the courts in the administration of criminal justice, and of the processes involved in charging and prosecuting defendants.

CRJU 3200 Correctional Theory and Practice/3 sem. hrs. Study of the historical development and current status of correctional theories and practices.

CRJU 4000 Criminal Procedure and Individual Rights/3 sem. hrs. Study of the rights of the accused, emphasizing the 4th through 8th Amendments to the United States Constitution, and of the rights of witnesses, victims, and convicts.

ECONOMICS (ECON)

ECON 2010 Principles of Macroeconomics/3 sem. hrs. A study of basic economic concepts, emphasizing analysis of the aggregate economy. Fundamental concepts of national income and its determination, economic fluctuations, monetary and fiscal policies, and economic growth. Students may not receive credit for this course and ECON 3150.

ECON 2020 Principles of Microeconomics/3 sem. hrs. The processes of price determination output and resources allocation in perfect and imperfect competition. Topics include labor economics, international trade and finance, and alternative economic systems.

ECON 3150 Macroeconomics for Managers/3 sem. hrs. An examination of basic economic concepts emphasizing analysis of current economic issues of the aggregate economy. A historical overview of economic philosophers provides perspective to the modern emphasis. Students may not receive credit for this course and ECON 2010.

ECON 3210 Monetary Theory and Policy/3 sem. hrs. The structure and function of the American banking system, the Federal Reserve System, and the function of monetary policy in the regulation of the national economy. **Prerequisites:** ECON 2010 and 2020.

ECON 3550 International Economics/3 sem. hrs. Theory and practice of trade, comparative advantage, trade barriers, balance of payments, economic development, regional economic integration. **Prerequisites:** ECON 2010 and 2020.

ECON 4210 Business Cycles and Forecasting/3 sem. hrs. Emphasizes the aggregate fluctuation in business, tracing the main stages of development from upswing through prosperity to downswing. The leading theories on the causes of business cycles. How to describe the methods of measuring business cycles and forecasting the cyclical behavior with the aid of indicators. **Prerequisite:** ECON 2010.

ECON 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in economics that are not included in regular course offerings. Specific content, possible prerequisites announced in the course schedule for given term. Students may reenroll for special topics covering different content.

EARLY CHILDHOOD EDUCATION (EECP)

EDEC 3102 Child, Family and Community Health Issues/3 sem. hrs. Students in this course will study how to promote maximum growth and psychological safety of young children. Emphasis is placed on the indicators and procedure to ameliorate child abuse and neglect. Sources of community support and resources to support prevention and family strength will be highlighted.

EDEC 3201 Sociological Foundations of Early Childhood/3 sem. hrs. Students in this course will study sociological influences and issues--past, present, and future that will enable early childhood professionals to assist young children and their families to meet the challenges of a pluralistic society in transition. This knowledge will assist students in the analysis of societal issues in making appropriate choices, adaptations, and modifications in their programs in order to provide developmentally appropriate programs and practices.

EDEC 3203 Diagnosis/Assessment/Evaluation of Young Children I/3 sem. hrs. Students in this course will be introduced to a philosophic overview of the assessment process, including transdisciplinary assessment teams and provisions for appropriate information gathering techniques--formal and informal--which includes the construction, selection, interpretation, and evaluation of diagnostic instruments. The role of technology in testing, record maintenance and composition of IEP/IFSP's will be discussed/modeled.

EDEC 3301 Management Strategies for Typical and Atypical Children I/3 sem. hrs. Students in this course will apply behavioral techniques in a multiplicity of settings for typical/atypical children through the age of eight. The importance of consistency of these applied behavioral techniques in a variety of environments and collaboration of all involved will also be emphasized.

EDEC 3302 Language Development of Typical and Atypical Children I/3 sem. hrs. Students in this course will examine the physical, cognitive and social-emotional development that underlies the acquisition of language of typical and atypical children from birth to eight years of age. The differences in language development of children that reflect cultural and socioeconomic differences will be explored as well as the impact of typical/atypical language development upon educational practices and strategies. Students will plan and implement activities that meet unique developmental needs in a broad spectrum of settings with different educational philosophies.

EDEC 3304 Family and Community Involvement/3 sem. hrs. Students in this course will learn how to work with families and practice how to use materials in the home and community environment to foster development and the acquisition of skills. Students will examine information that can create a vital link between school, community, and home in our multi-ethnic society.

EDEC 3500 Meeting the Special Needs of All Children/3 sem. hrs. This course combines on-site visits to exemplary community programs that concentrate on meeting the special needs of children from birth to eight years old. Students will visit five sites for structured observations of model programs and then they will participate in four hour classes focusing on the curricular and administrative aspects of the site visited. Readings and information provided will be analyzed and students will consider the successes, challenges and barriers of each model. They will explore how collaboration of services can work towards the goal of meeting the special needs of all children and their families.

EDEC 3599 Special Topics in School Age Child Care/3 sem. hrs. This course provides education and technical assistance to managers and staff members of child care programs to enable them to understand the national accreditation standards for school-age child care and to make steps towards implementing the standards in their programs.

EDUCATION (EDUC)

EDUC 0200 Clinical Experience/0 sem. hrs. Students taking courses in the Elementary Education Program must register each semester for a Clinical/Field Experience. All courses in the program include clinical/field experience components. The assignments for these experiences are provided in individual course syllabi and vary according to the content of the course.

EDUC 0300 Clinical Experience/0 sem. hrs. Students taking courses in the Exceptional Student Education Program must register each semester for a Clinical/Field Experience. All courses in the program include clinical/field experience components. The assignments for these experiences are provided in individual course syllabi and vary according to the purpose of the courses.

EDUC 0400 Clinical Experience/0 sem. hrs. Students taking courses in the Secondary Education Program must register each semester for a Clinical/Field Experience. All Education courses in the program include clinical/field experience components. The assignments for these experiences are provided in individual course syllabi and vary according to the content of the course.

EDUC 1000 Benchmark #1/0 sem. hrs. Benchmark requirements include: passing of the CLAST or PPST; reciprocity placement tests as necessary; completion of Preprogram Questionnaire and Self-Assessment; meeting with assigned faculty mentor for Portfolio Assessment and background check for field experiences. Students register for Benchmark #1 concurrently with Block #1 courses, EDUC 3420, ELEM 3020, EDUC 3360, and ELEM 3060.

EDUC 1100 Exploration of the Education Profession/3 sem. hrs. This course is designed to provide students with an orientation to the education profession and to the requirements of the Undergraduate Teacher Education Programs at Nova Southeastern University. The education profession is viewed through the perspective of five roles of educators. The roles of educators as teachers and learners, leaders and

advocates, colleagues, managers, and supportive members of families and communities are studied in the context of education in society. Students also engage in self-reflection and analysis of their perceptions of these five roles, and they assess their personal characteristics in relation to these roles. This course utilizes a variety of delivery systems and community and professional resources.

EDUC 2000 Benchmark #2/0 sem. hrs. Benchmark requirements include: passing the ACT with a score of 20 or the SAT with a score of 840 or the SATR with a score of 950 and portfolio assessment with faculty mentor. Students register for Benchmark #2 concurrently with Block #2 courses, EDUC 4470, ELEM 3160, EDUC 4490, and ELEM 3180.

EDUC 3000 Benchmark #3/0 sem. hrs. Benchmark requirement is portfolio assessment with faculty mentor. Students register for Benchmark #3 concurrently with Block #3 courses, ELEM 3310, ELEM 3120, ELEM 3320, and ELEM 3110. Students may not register for Block #3 or Benchmark #3 until Benchmark #1 and Block #1 courses have been completed. Students must complete Benchmark #3 before registering for their teaching internship.

EDUC 4000 Benchmark #4/0 sem. hrs. Benchmark requirements include: completion of the PRAXIS test or the Florida Teacher Certification Exam; completion of the Postprogram Questionnaire and Self-Assessment; and meeting with the faculty mentor for portfolio assessment. Students register concurrently for Benchmark #4 and Block #4 courses, EDUC 4480, ESED 4350, EDUC 3510, and ELEM 3640. Students may not register for Benchmark #4 or Block #4 until they have completed Benchmark #2 and Block #2. Students must complete Benchmark #4 before graduating.

EDUC 1410 Personal Career Development/3 sem. hrs. The process of career development applied to the student identifying vocational interests and aptitudes, obtaining information about occupations, gaining experiences through practicums and cooperative education, and establishing career plans. Useful for students adjusting to the college role. Identical to MGMT 1410 and PSYC 1410.

EDUC 2000 Benchmark #2/0 sem. hrs. Allows for further development of the portfolio. The SAT or ACT must be completed. Students must complete Benchmark #2 before registering for block #4 coursework.

EDUC 2250 Caring for Infants and Toddlers/3 sem. hrs. This course is designed for administrators in child care centers who are providing or planning to provide a program for infants and toddlers. The course provides the knowledge base for implementing a quality early childhood program. At the same time it provides trainees with hands-on opportunities to enhance their own abilities to identify and meet family needs, create a developmentally appropriate environment, respond to individual differences in families and infants, and create individual plans for continuing their own professional growth.

EDUC 2260 Administration of Early Childhood Programs/3 sem. hrs. A survey course identifying the responsibilities of early childhood administration and the competencies needed to discharge them successfully.

EDUC 3000 Benchmark #3/0 sem. hrs. Requires students to further develop their portfolio. Students must complete Benchmark #3 before registering for Teaching Internship and Seminar.

EDUC 3170 Instructional Materials/3 sem. hrs. Use of a variety of materials in an educational program, including literature, media, and independent-learning material.

EDUC 3360 Psychological Foundations of Teaching/3 sem. hrs. Provides a theoretical foundation for teaching. Students study theories of learning, motivation, and child development in relation to planning and implementation of instruction for diverse learners. **Prerequisite: PSYC 1020**

EDUC 3400 Administrative Leadership and Decision Making for Early Childhood/3 sem. hrs. A review of various leadership styles and decision-making techniques as they apply to the administrator's responsibilities in finance and budget, program development and evaluation, and home and school relationships.

EDUC 3410 Curriculum Decisions of Early Childhood Programs/3 sem. hrs. Study of curricula and activities to meet the student population's needs, with subsequent decisions as to appropriate methods, necessary materials, and use of time and space. Leadership in staff development to implement the decisions is included.

EDUC 3420 Sociological Foundations of Education/3 sem. hrs. Examines the institution of schooling in its social, political, legal, historical and philosophical contexts with an emphasis on current trends in the professions.

EDUC 3510 Integrating Instructional Technology in the Classroom/3 sem. hrs. Presents strategies for technological integration into the classroom curriculum in elementary/secondary learning environments. Hands on experiences will allow students to apply teaching practices and research to specific learning needs of typical and atypical learners. **Prerequisite: TECH 1110, EDUC 3360, EDUC 3420, EDUC 4470, EDUC 4480.**

EDUC 3620 Drug Prevention and Education/3 sem. hrs. The classification and identification of drugs as well as behavioral criteria for recognizing alcohol and drug abuse are reviewed. Specific attention is paid to prevention, intervention, and education strategies within the family, school and community. Methods for designing, implementing, and evaluating effective prevention programs among various cultures is examined. This course is designed to be of immediate practical use to counselors, teachers, and other professionals interested in effective drug prevention and education.

EDUC 3630 First Aid and Emergency Care-Responding to Emergencies/3 sem. hrs. This course is designed to prepare the student with first aid knowledge necessary to perform immediate and temporary care for most accidents, injuries, sudden illness, and emergencies. This course would also provide accident prevention information and personal safety. American Red Cross (ARC) certification available. Materials fee.

EDUC 3640 Prevention and Treatment of Athletic Injuries/3 sem. hrs. This course is designed to provide an in-depth study of the practices and techniques utilized in the prevention, care, and rehabilitation of injuries and accidents occurring in physical education, recreation, and athletics. Included would be the use of strapping, taping, and other support methods in a laboratory experience. Materials fee.

EDUC 4000 Benchmark #4/0 sem. hrs. Requires students to complete their employment portfolio. Requirements include taking the Florida Teacher Certification Examination professional and subject area exams. Students must complete Benchmark #4 before graduation.

EDUC 4120 Children's Literature/3 sem. hrs. This course will explore various genres of Children's Literature, examine authors who have made important contributions, and determine literary and artistic criteria used to evaluate the literature. Students will have an opportunity to view and assess a variety of media that can be used to enhance the classroom literature program.

EDUC 4170 Adolescent Literature/3 sem. hrs. A study of the type of literature available for the adolescent, with an emphasis on text selection and presentation. Students will examine ways of incorporating literature into the curriculum. **Prerequisite: LANG 1500.**

EDUC 4190 Rhythm and Dance in Elementary Curricula/3 sem. hrs. This course is designed to prepare students to select and plan meaningful rhythm and dance experiences for elementary students.

EDUC 4340 Learning Assessment/3 sem. hrs. This course emphasizes those elements of measurement and evaluation that are essential to good teaching and the role that assessment plays in the instructional process. Emphasis is placed on the ability to construct and select tests and other evaluation instruments that provide valid measures of the intended learning outcome. The role of portfolio, authentic, and alternative assessments in the evaluation process is also examined.

EDUC 4360 Reading and Study Skills in the Middle and Secondary School/3 sem. hrs. Designed specifically for content area teachers, this course examines the role of reading and study skills in subject area instruction. The focus is on how to help middle and high school students develop appropriate strategies for reading and learning from textbooks and other expository materials. Identifying and correcting reading problems, identifying text-based difficulties, and developing compensatory instructional strategies are addressed.

EDUC 4470 Principles and Practices of Instruction and Assessment I/3 sem. hrs. Explores three pedagogical models usable with all students. The phases of instructional development--planning, implementation, and assessment--provide the framework for exploration of the models. Students are required to apply their knowledge of the pedagogical models by planning, implementing, and assessing lessons in an actual classroom. In addition to class meetings, ten hours of clinical experience is required. **Prerequisites: EDUC 3360, EDUC 3420.**

EDUC 4480 Classroom Management for Typical and Atypical Learners in the Multicultural Classroom/3 sem. hrs. Explores various models for classroom management and the factors that influence classroom management (time, space, student motivation, and diversity) as they relate to effective teaching for all populations. **Prerequisites: EDUC 3360, EDUC 3420, EDUC 4470, EDUC 4490.**

EDUC 4490 Principles and Practices of Instruction and Assessment II/3 sem. hrs. Explores three pedagogical models usable with all students. The phases of instructional development--planning, implementation, and assessment--provide the framework for exploration of the models. Students are required to apply their knowledge of the pedagogical models by planning, implementing, and assessing lessons in an actual classroom. In addition to class meetings, ten hours of clinical experience is required. **Prerequisites: EDUC 3360, EDUC 3420, EDUC 4470.**

EDUC 4520 Internship/12 sem. hrs. A sixteen week comprehensive review and practical application of educational philosophy, curriculum organization and instructional methodology through a seminar format and a concurrent 14 week supervised student teaching assignment. **Prerequisite: written consent of Internship Coordinator.**

EDUC 4630 Principles of Coaching/3 sem. hrs. Emphasis on theory and practice in coaching sports.

EDUC 4640 Administration of Athletic Programs/3 sem. hrs. A study of the duties and responsibilities of the athletics director for the purpose of improving the athletic program.

EDUC 4680 Structural Linguistics/3 sem. hrs. A study of the structure of language, basic principles of linguistics. Survey of different approaches and techniques used in language study.

EDUC 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in education that are not included in regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may reenroll for special topics covering different content.

EARLY CHILDHOOD EDUCATION (0-4) (EECB)

EECB 4103 Active Learning and the Young Child/3 sem. hrs. Students in this course will explore the role of activity and play in human development from birth to age eight. Students will be introduced to developmentally appropriate methods of play

assessment, play facilitation, and intervention. Observation experiences will focus on recognizing developmental and individual characteristics of young children. Opportunities to provide materials and active learning experiences to support these characteristics will take place.

EECB 4104 Indoor/Outdoor Learning Environments/3 sem. hrs. Students will be provided with information on how safe, healthy learning environments that not only meet applicable rules and regulations as well as center/home accreditation standards. A framework for understanding indoor and outdoor learning environments that support active learning and the adult's role in creating and maintaining environments that recognize developmental and individual differences will be emphasized.

EECB 4105 Practices and Delivery Systems of Early Childhood Programs/3 sem. hrs. Students in this course will explore, compare and contrast developmentally appropriate practices and delivery systems of quality early childhood programs. Emphasis will be placed on theoretical and research foundations of programs, curriculum content, staffing and scheduling patterns. The role of the triad of child, parent and teacher in the structure of programs will be underscored.

EECB 4401 Management Strategies in Early Childhood of Typical and Atypical Children II/3 sem. hrs. Students in this course will examine appropriate, developmentally sensitive strategies for managing behavior in typical and atypical children. Proactive strategies and performing functional analysis of behavior will be addressed. Behavior reduction programs and crisis management will be discussed.

EECB 4402 Instructional Technology For the Learning Environment/3 sem. hrs. Students in this course will cover the successful integration of technological applications in a multiplicity of child care and early learning environments. The focus on program management, technology for staff development, technological support for typical and atypical children and technology to facilitate children's development and learning.

EECB 4403 Discovery and Exploration of the Physical World Through Science and Mathematics/3 sem. hrs. Students in this course will utilize concrete materials and strategies that encourage the development of cognitive abilities that contribute to a young child's skill and acquisition for math and science concepts through activities utilizing developmentally appropriate practices.

EECB 4404 Emergent Literacy and the Creative Arts/3 sem. hrs. Students in this course will examine the relationship between the development of language/communication and its connection to emergent literacy. The focus will be on the acquisition of pre-reading and pre-writing skills through developmentally appropriate activities, creating environments and teaching strategies/techniques that promote and enhance the development of literacy which occurs through the integration of creative expression in art, drama, movement and music.

**EARLY CHILDHOOD EDUCATION PRIMARY
(3-grade 3) (EECP)**

EECP 4103 Active Learning/3 sem. hrs. This course explores the role of activity and play in human development from birth to age eight. Students will be introduced to methods of play assessment, facilitation, intervention, and the concept of care that is developmentally appropriate. Observation experiences in quality early care and education settings will focus on recognizing developmental as well as individual characteristics of young children. Students will have the opportunity to provide materials and active learning experiences to support development and learning in young children.

EECP 4104 Indoor/Outdoor Learning Environments/3 sem. hrs. This course provides the student with information about how to recognize and create safe, healthy learning environments that not only meet applicable rules and regulations but quality indices such as center/home accreditation standards. Issues of scheduling, staffing patterns and curriculum orientation will provide a framework for understanding indoor and outdoor learning environments that support active learning and the adult's role in creating and maintaining early care and education environments that recognize developmental and individual differences.

EECP 4105 Practices and Delivery Systems of Early Childhood Programs/3 sem. hrs. Students in this course will explore, compare and contrast developmentally appropriate practices and delivery systems of quality early childhood programs. Emphasis will be placed on theoretical and research foundations of programs, curriculum content, staffing and scheduling patterns. Underscored will be the role of the triad of child, parent and teacher in the structure of programs in early care and education settings.

EECP 4401 Management Strategies in Early Childhood of Typical and Atypical Children II/3 sem. hrs. Students in this course will examine appropriate and developmentally sensitive strategies for managing behavior in typically and atypically developing children ages three through eight years old. Performing functional analysis of behavior and collaboration with support specialties will be discussed. The importance of consistency and proactive strategies will be stressed as students complete an internship in a public school K-3 setting.

EECP 4402 Instructional Technology for Pre-K/Primary Settings/3 sem. hrs. Students in this course will cover the spectrum of conceptual understanding for the use of technology in early childhood education as well as the technical skills for computer operation in prekindergarten/primary classroom environment. This course is intended for students in teaching preparation programs and teachers who wish to acquire the skills and knowledge necessary for the successful integration of technology into typical/atypical pre-kindergarten/primary settings for learning and administrative purposes.

EECP 4403 Discovery and Exploration of the Physical World Through Mathematics and Science/3 sem. hrs. This course has been designed to provide a contextual base for an assessment approach to individualized math and science programs which will assist pre-school and primary school children in constructing fundamental concepts through developmentally-appropriate activities. This course is intended to prepare prospective teachers to become skillful at providing children with ideas for promoting student exploration and reflection of the fundamental concepts and interrelationships of science and math. This course will be offered in an internship format for 14 weeks in a public school K-3 setting.

EECP 4404 Social Studies Integrated with Emergent Literacy in the Creative Arts/3 sem. hrs. Students will learn how to use an integrated approach to curriculum in which social studies content, literature, and language arts are central. Students in this course will examine appropriate content and methodology in the area of emergent literacy. This course focuses on the planning of social studies and literacy curriculum activities through art, music, drama and movement. This course will be offered in internship format for 14 weeks in a public school K-3 setting.

**ELEMENTARY EDUCATION
(ELEM)**

ELEM 1100 Introduction to Early Childhood Education I/3 sem. hrs. Meeting the physical and intellectual needs of the preschool child. Characteristics of the learning environment conducive to safety and good health, as spelled out in state and local licensing procedures and rules for healthful living; a program to foster the growth of physical, affective, and cognitive competencies in the preschool child.

ELEM 1110 Introduction to Early Childhood Education II/3 sem. hrs. Fostering language growth and the development of a health self-concept. Stages in language development and implementation to ensure optimum growth for the individual child. Identification of the children's strengths and their potential contributions to their positive self-image.

ELEM 1120 Introduction to Early Childhood III/3 sem. hrs. Promoting development through management skills and parent/community involvement. The child as a member of his school, home, and play groups; principles of good management that contribute to an orderly, productive classroom setting; establishing mutual respect in teacher/parent relationships and an effective reporting procedure of a child's progress; teacher/staff relationships that ensure a commitment to the goals of the center.

ELEM 3020 Science Curriculum for Education Majors/3 sem. hrs. Course examines the Pre-K through 12th grade science curriculum content that is based on National Research Council guidelines. Specific attention is given to major scientific concepts necessary for appropriate scope and sequence in teaching the elementary school curriculum.

ELEM 3060 Math Curriculum for Education Majors/3 sem. hrs. Course examines the Pre-K through 12th grade math curriculum content that is based on National Council of Teachers of Mathematics guidelines. Specific attention is given to major math concepts necessary for appropriate scope and sequence in the elementary school curriculum.

ELEM 3110 Methods of Teaching Social Studies in the Elementary School/3 sem. hrs. Examines content, methodology, program development, appropriate activities, and evaluative techniques for elementary social studies. In addition to class meetings, at least ten hours of clinical experience is required. **Prerequisites:** EDUC 3360, EDUC 3420, EDUC 4470.

ELEM 3120 Methods of Teaching Science in the Elementary School/3 sem. hrs. Examines content and methods for teaching elementary school science using various approaches and resources. In addition to class meetings, at least ten hours of clinical experience is required. **Prerequisites:** EDUC 3360, EDUC 3420, ELEM 3020.

ELEM 3130 Teaching Music in Elementary School/3 sem. hrs. Study of the fundamentals of music, contents of a music program, and special methods of teaching and using music in the elementary school curriculum.

ELEM 3140 Teaching Art in Elementary School/3 sem. hrs. Contents and methods of teaching art in the elementary school. Problems in the selection of materials and the evaluation of activities, as well as ideas and art projects will be included.

ELEM 3150 Health and Physical Education in Elementary School/3 sem. hrs. The curriculum, content, and methods in effective health education in the elementary school. Methods and materials for physical education.

ELEM 3160 Methods of Teaching Mathematics in the Elementary School/3 sem. hrs. Encompasses modern trends in elementary mathematics based upon the National Council of Teachers of Mathematics guidelines. Problem solving strategies, manipulative, and computer technology will be explored. In addition to class meeting, at least ten hours of clinical experience is required. **Prerequisites:** EDUC 3360, EDUC 3420, ELEM 3060.

ELEM 3180 Methods of Teaching Language Arts in the Elementary School/3 sem. hrs. This course examines content and teaching strategies for teaching language arts through the use of children's literature. Emphasis is on the identification of quality children's books and the development of teaching strategies for integrated language arts instruction. **Prerequisites:** LANG 1500, LANG 2000.

ELEM 3310 Methods of Teaching Literacy in the Elementary School/3 sem. hrs. Examines concepts in reading, including sequential development skills in both word recognition and comprehension methods and materials. The rationale for each method is discussed and practical application with an elementary

school youngster is required. The relationship of writing, listening and speaking to reading is included. In addition to class meetings, at least ten hours of clinical experience is required. **Prerequisite:** ELEM 3180.

ELEM 3320 Reading Assessment/3 sem. hrs. Examines recent trends in testing of word recognition and comprehension techniques. Students learn the appropriate use of methods and materials to improve reading performance. The rationale for each assessment technique is discussed and practical application with an elementary school youngster is required. In addition to class meetings, at least ten hours of clinical experience is required. **Prerequisite:** ELEM 3310.

ELEM 3330 Assessment of Reading II/3 sem. hrs. This course presents a more in-depth analysis of reading disabilities, including theories and practical techniques of teaching remedial, corrective, and advanced reading in grades K-12. In addition to class meetings, at least 10 hours of clinical experience is required.

ELEM 3610 Special Methods of Early Childhood Education I/3 sem. hrs. A study of various approaches to early childhood education.

ELEM 3620 Special Methods of Early Childhood Education II/3 sem. hrs. A study of the methods and materials in early childhood education with emphasis on the learning process. Kindergarten observation included in this course.

ELEM 3640 Methods of Integrating Music, Art and Health Education Across the Curriculum/3 sem. hrs. Examines the methodology for the integration of music, art and health education into the elementary school curriculum. Age and grade appropriate methods, materials, activities, and assessment for each area will be introduced through practical applications which are based on current research. In addition to class meetings, at least ten hours of clinical experience is required. **Prerequisites:** EDUC 3360, EDUC 3420, EDUC 4490

**EXCEPTIONAL STUDENT
EDUCATION (ESED)**

ESED 4060 Foundations of Mental Handicaps/3 sem. hrs. (EDUC 406) A study of the nature and needs of educable, trainable, and profoundly mentally handicapped students ranging from kindergarten through high school. Topics include etiology, medical aspects, and prevention. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4070 Curriculum for Mentally Handicapped/3 sem. hrs. (EDUC 407) Emphasis is on specialized curriculum needs of various levels and ages of mentally handicapped students. Topics include identification and application of effective practices, as well as recognition of trends and standards in the field. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4080 Classroom Procedures for Mentally Handicapped/3 sem. hrs. Emphasis is placed on instructional strategies for teaching students who are mentally handicapped. The development, implementation and evaluation of individualized educational plans are stressed. Special approaches to teaching functional skills, developmental programming and data based management for students ranging in age from kindergarten through high school are investigated and applied. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisites:** ESED 4350, ESED 4360, ESED 4380, ESED 4400.

ESED 4200 Foundations of Emotional Handicaps/3 sem. hrs. (EDUC 420) Information about the nature and needs of the emotionally handicapped with emphasis on etiology, prevention, intervention, and utilization of community services. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4290 Educational Programming for the Emotionally Handicapped/3 sem. hrs. Emphasis is placed on instructional strategies for teaching students who are emotionally handicapped. Development, implementation and evaluation of individualized educational plans are stressed. Instructional techniques, motivational strategies and data based management for students ranging in age from kindergarten through high school are investigated and applied. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisites:** ESED 4350, ESED 4380, ESED 4400, and ESED 4360 or ESED 4200.

ESED 4300 Classroom Management of the Emotionally Handicapped/3 sem. hrs. (EDUC 430) Behavior management techniques for use with emotionally handicapped students from kindergarten to grade 12 will be discussed. Application of theories, crisis intervention and prevention, legal considerations, and counseling skills will be stressed. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4320 Precision Teaching/3 sem. hrs. (EDUC 432) Specialized curriculum for emotionally handicapped students with emphasis on curriculum development and identification, evaluation, modification, and use of commercial materials and programs. Skills specific to precision teaching and data tracking will be stressed. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4330 Foundations of Learning Disabilities/3 sem. hrs. (EDUC 433) A study in concepts, research, and theories in specific learning disabilities. Topics include characteristics and classification of students and the continuum of services available. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4350 Survey of Exceptional Education/3 sem. hrs. Foundations in exceptional education in which historical perspectives, characteristics, prevalence, incidence, etiology, medical aspects of exceptional learners are discussed. Techniques of prevention and intervention, from infancy through adulthood, are explored via classification processes, the continuum of services and the utilization of community services. Current trends and issues, such as viewing learning styles of exceptional learners in relation to Gardner's. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

ESED 4360 Education of the Mildly Handicapped/3 sem. hrs. Nature and needs (definitions, learning characteristics, prevalence, incidence, etiology, medical aspects) of mildly handicapped students are stressed. Curricular planning, prevention, and intervention strategies for exceptional learners (emotionally handicapped, mildly mentally handicapped and specific learning disabled) from kindergarten through adulthood in resource room or full inclusion settings are explored and applied. Professional organizations, array of services, utilization community services, IEPs and placement processes are emphasized. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisites:** ESED 4350, ESED 4380, ESED 4400.

ESED 4380 Educational Assessment of Exceptional Children/3 sem. hrs. (EDUC 438) Assessment of exceptional students for instructional planning purposes is stressed. Topics include formal and informal evaluation techniques, as well as the interpretation, application, and communication of results. Emphasis is also placed on addressing programmatic needs from kindergarten through adulthood. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4390 Curriculum for Learning Disabilities/3 sem. hrs. (EDUC 439) A study of specialized curriculum and instructional materials for teaching students with specific learning disabilities will be emphasized. Topics include curriculum standards and resources for students ranging in age from kindergarten through grade 12. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4400 Introduction to Language Development and Speech Disabilities/3 sem. hrs. (EDUC 440) The study of language development and disorders, which includes the impact of language on learning and augmentative forms of communication. Individual needs and remediation concerns are addressed from early childhood to adulthood. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4440 Methods and Materials for Teaching SLD Learners/3 sem. hrs. Emphasis is placed on instructional strategies for teaching students with specific learning disabilities. Specialized approaches to teaching basic skills and adaptation of curriculum and materials for students ranging in age from kindergarten through high school are investigated and applied. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisites:** ESED 4350, 4380, 4400, 4360 or 4330.

ESED 4500 The Gifted Student: Nature and Needs/3 sem. hrs. (EDUC 450) A study of the characteristics of the gifted and talented, identification of procedures, and the utilization of assessed strengths and weaknesses to maximize educational and social growth. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

ESED 4510 Educational Procedures for the Gifted/3 sem. hrs. (EDUC 451) A study of learning styles of the gifted and matching teaching strategies appropriate to their needs and interests with an attempt to parallel opportunities for cognitive and affective growth. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

ESED 4520 Educating Special Populations of Gifted Students/3 sem. hrs. This course deals with educating special populations of gifted students such as minorities, underachievers, handicapped, economically disadvantaged, and highly gifted students. It includes student characteristics and programmatic adaptations. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

ESED 4530 Vocational/Functional Life Skills/3 sem. hrs. Personal and social skills for exceptional learners are stressed through emphasis on employability skills, career awareness and transition planning for adult living. Teaching major competencies necessary from kindergarten through adulthood in the areas of vocational and social needs are explored and applied. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisites:** ESED 4350, ESED 4380, ESED 4400.

ESED 4540 Theory and Development of Creativity in Gifted Students/3 sem. hrs. This course will provide an overview of theory, research, practical strategies, and resources on creativity, with an emphasis on classroom application for gifted students. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required.

ESED 4550 Guiding and Counseling the Gifted Student/3 sem. hrs. (EDUC 455) A study of basic counseling techniques to help the classroom teacher guide the gifted student toward optimum academic and social growth. In addition to class meetings, a minimum of 10 hours of observation and participation in a clinical setting is required. **Prerequisite:** ESED 4350.

ESED 4580 Classroom Management of the Exceptional Student/3 sem. hrs. Emphasis is placed on educational management of exceptional students. Includes classroom organization and behavior management techniques for students kindergarten through high school. Consultation and peer collaboration skills for the inclusion model are stressed. Domains II and V are explored and applied. In addition to class meetings, a minimum of 10 hours of observation and participation to design and implement a behavior management plan in a clinical setting is required. **Prerequisites:** ESED 4350, 4380 and 4400.

ESOL (TPEP) (For teacher education students only)

ESOL 4900 Survey of Teaching English to Speakers of Other Languages - Seminar/3 sem. hrs. An overview of the required components for the E.S.O.L. Add-On Endorsement, including the Florida Performance Standards and Program Design Matrices which are used to verify the attainment of specified competencies. An elective offered for school district personnel who need to meet specific district requirements.

ESOL 4901 Methods of Teaching ESOL/3 sem. hrs. This course will assist participants in identifying and selecting instructional strategies, approaches, and materials for the development of listening, speaking, reading and writing skills in ESOL classrooms. Knowledge of these elements will be demonstrated by development and presentation of lesson plans appropriately based on age, language proficiency, cultural background and learning styles.

ESOL 4902 ESOL Curriculum and Materials Development/3 sem. hrs. Participants will learn how to design various models of appropriate ESOL curricula for K-12, to evaluate instructional materials, to select appropriate ESOL content according to levels of proficiency in the language arts and to select and use effective instructional technologies/materials, including computers, VCRs, audio cassettes, etc.

ESOL 4903 Cross-cultural Studies/3 sem. hrs. This course will enable students to expand their knowledge of a multiplicity of cultural groups nationwide. This knowledge will allow them to identify culture-specific verbal and nonverbal communications and school behaviors resulting from cultural variations and their influence on student behavior/attitudes. The use of recent research findings and cross-cultural awareness will assist participants in maximizing student learning and in designing culturally-sensitive instructional materials while exhibiting appropriate teacher behaviors in cross-cultural school settings.

ESOL 4904 Linguistics for ESOL Educators/3 sem. hrs. This course deals with the basic systematic and subsystemic organization of language, including phonology, morphology, syntax, and possible linguistic interferences in these areas for PEP students from diverse backgrounds. Students will learn how to compare language acquisition of different age groups, to identify principles of contrastive and error analysis, and to identify exceptionalities characteristic of PEP students with special needs.

ESOL 4905 Testing and Evaluation in ESOL/3 sem. hrs. Participants will learn to identify suitable ESOL assessment instruments and placement tests for ESOL students. Students will be required to identify available tests and construct necessary ESOL test items in the cultural and language arts areas. The design and interpretation of appropriate testing--proficiency and achievement measures--as well as the interpretation of such assessment, will be stressed. Necessary record keeping of these documents will be discussed. **Prerequisites:** TPEP 4910, TPEP 4902, TPEP 4903, TPEP 4904, ESOL 4901, ESOL 4902, ESOL 4903, ESOL 4904.

FINANCE (FINC)

FINC 1000 Academy of Finance/3 sem. hrs. A series of five courses given by the Broward County School Board to juniors and seniors in high school.

FINC 2030 Financial and Accounting Management in Health Care/3 sem. hrs. Using accounting information to make managerial decisions. Topics include third-party payers, volume forecasting, budgeting procedures, and rate-setting techniques. Offered in HCS only.

FINC 2130 Personal Finance/3 sem. hrs. Survey of personal financial strategy. Provides guidelines in many areas including borrowing money, investments, insurance, home ownership taxes, and consumer rights.

FINC 3010 Corporation Finance/3 sem. hrs. Financial management as it applies to organizations. Ratio analysis, leverage, cash budgeting, capital structure, and other concepts of financial management applied to business organizations. **Prerequisite:** ACCT 2100.

FINC 3110 Financial Management/3 sem. hrs. A continuation and expansion of Corporation Finance. Present value analysis, rate of return, and other techniques used in the evaluation of investment alternatives. **Prerequisite:** FINC 3010.

FINC 3150 Banking and Financial Institutions/3 sem. hrs. Nature of the operation in commercial banks, savings and loan associations, and savings banks. Structure and function of the loan, mortgage, bond, investment, trust, marketing, audit, and other departments within the institutions. Impact of federal and state agencies and their regulations upon these institutions.

FINC 4110 Principles of Investments/3 sem. hrs. Investment management is emphasized including financial statements and portfolio management. How to analyze financial statements, use rating services such as Moody's and Standard and Poor's, and compare growth and income investments. **Prerequisite:** ECON 2010.

FINC 4550 International Finance and Banking/3 sem. hrs. International monetary systems, foreign exchange markets, exchange rates, international financial institutions, capital markets. **Prerequisite:** FINC 3010.

FINC 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in finance that are not included in regular course offerings. Specific contents and prerequisites are announced in the course schedule for a given term. Students may reenroll for Special Topics covering differing content.

GEOGRAPHY (GEOG)

GEOG 2050 Survey of Geography/3 sem. hrs. Study of geographic characteristics, area relationships, and major regional problems, and their impact on the Western world. Study of physical, human, economic, and political resources.

GEOG 2260 Conservation of Natural Resources/3 sem. hrs. (SSI 426) Study of the natural resources within the framework of the man-environment system. Included are problems relating to pollution, populations, technology, growth, conservation of the environment, and developmental planning as they relate to the various geographic areas of the Western world and the non-Western world.

GEOG 2280 Introduction to Oenology: The World of Wines/3 sem. hrs. Study of major wine regions of the Western world. Examines fundamentals of wine history, vine cultivation, and wine production. Course will teach students about the varieties of wines from different wine regions and will provide students with guidelines for selecting and enjoying wines for various occasions. **Prerequisite:** legal drinking age.

GEOG 2910-2990 Special Topics/3 sem. hrs. Topics in geography that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may reenroll for Special Topics covering differing content.

GEOG 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in geography that are not included in regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may re-enroll for Special Topics covering different content.

GENDER STUDIES (GEST)

GEST 2050 Introduction to Gender Studies/3 sem. hrs. This course introduces students to the interdisciplinary field of gender studies. It is designed to help students develop a critical framework for thinking about questions relating to gender and the ways that gender is constructed and institutionalized. Attention is paid to ongoing debates concerning public and private, the politics of embodiment and sexuality, equality and difference, the intersection of gender with other axis of subordination, identity politics and essentialism.

GEST 4900 Special Topics in Gender Studies/3 sem. hrs. This course serves as a capstone to Gender Studies and provides the opportunity for treatment of special topics and/or internships combined with independent research projects.

HISTORY (HIST)

HIST 1030 American History to 1865/3 sem. hrs. American history from its colonial origins through the Civil War. Special emphasis is given to analyzing and evaluating the major forces and ideas that have shaped American political, social, and economic life.

HIST 1040 American History Since 1865/3 sem. hrs. American history from Reconstruction to the present. Special emphasis is given to analyzing and evaluating the major forces and ideas that have shaped American political, social, and economic life.

*** HIST 2050 The American Experience/3 sem. hrs.** An examination of several of the key structures and ideas that have shaped the development of the United States as a particular political, social, and cultural entity.

HIST 2090 Early Western Society/3 sem. hrs. A historical study of the major political, social, economic, philosophical, and religious movements shaping Western society in the period preceding the rise of modern states.

*** HIST 2100 Roots of Western Society/3 sem. hrs.** A historical examination of Western society prior to the rise of modern nations emphasizing such interdisciplinary subjects as politics, social order, economics, and the religious and philosophical ideas that have created the Western heritage.

HIST 2110 Modern Western Society/3 sem. hrs. A historical examination of modern western society since the rise of modern nations emphasizing political, social, and economic movements, and the religious and philosophical ideas that have shaped its development.

HIST 2130 The Formation of Latin America/3 sem. hrs. Ancient America to the Mexican Revolution: an interdisciplinary study of ancient American and Latin American systems and societies. The course examines ways in which essential elements of indigenous cultures have had an impact on the development of Latin American political, social, and economic institutions; the impact of Iberian history and socio-economic systems upon the discovery, colonization, and development of American nations; the legacy of Spanish and Portuguese colonialism to emerging Latin American states; and the major goals and consequences of 19th-century neo-colonialism. (Formerly LAC 213: Latin American and Caribbean Studies I)

HIST 2140 Modern Latin America/3 sem. hrs. The 20th and 21st Centuries: using Latin America and the Caribbean as a focal point, the course provides an interdisciplinary overview of contemporary American systems and societies and their place in a rapidly changing, increasingly interdependent world. Topics discussed will include the causes and goals of revolution in Latin America, Latin American debt and development, U.S.-Latin American relations, and a new hemispheric order for the 21st century. (formerly LAC 214: Latin American and Caribbean Studies II)

HIST 2160 African Studies/3 sem. hrs. African Traditions and the Challenge of Modern Development: an interdisciplinary overview of traditional African systems and societies and their impact upon the development of political, social, and economic institutions; the legacy of European colonialism to emerging African nations; the challenge of development in the 20th and 21st centuries. Formerly HIS 314.

HIST 2250 The Pacific Rim/3 sem. hrs. The Challenge of Development in Southeast Asia and Latin America: using selected Southeast Asian and Latin American nations as focal points, the course provides an interdisciplinary overview of systems and societies in two distinct regions of the world and their relationship to past and future development. The goal of this course is to establish in the student a hemispheric and global consciousness. Formerly HIS 325, Emerging Nations.

HIST 3010 Constitutional History I/3 sem. hrs. A study of the origin and development of the American constitutional system from the colonial period to 1870. The course will examine seminal decisions of the United States Supreme Court during this period in their political, social, and economic context. **Prerequisite:** LGST 2010.

HIST 3020 Constitutional History II/3 sem. hrs. Continuation of the study of the constitutional system of the United States. The course covers the period 1870 to the present with special emphasis on Supreme Court decisions in the areas of federal-state relations, individual liberties, and civil rights. **Prerequisite:** HIST 3010.

HIST 3030 Studies in American History/3 sem. hrs. A study of a specific period in American history, such as the Civil War and Reconstruction, the New Deal Era, the Vietnam War, or recent U.S. Diplomatic history. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** HIST 2050.

HIST 3040 Studies in European and Non-Western History/3 sem. hrs. A study of a specific period in European or non-Western history, such as Europe in the Twentieth Century, the Holocaust, or modern African History. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** HIST 2100.

HIST 4900 Special Topics in History/3 sem. hrs. Advanced studies in selected topics in history, such as the historiography of the Progressive Movement, interpretations of the American Revolution, the role of technology in the American Economy, or environmental history. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** one 3000-level history course or instructor permission.

HOSPITALITY MANAGEMENT (HMG)

HMG 3060 Hospitality and Business Law/3 sem. hrs. An introduction to the legal aspect of managing a hospitality enterprise. Includes foundation of essential legal information for compliance with the law as operator and customer in the context of hospitality management.

HMG 3130 Human Resource Development/3 sem. hrs. Emphasizes Human Resource development within the hospitality and tourism organizations. Contemporary theories and practices are analyzed within practical applications for hospitality/tourism management. Organizational development strategies are examined within the context of improving the effectiveness of corporations in the industry. **Prerequisite:** HMG 3110.

HMG 3300 Food and Beverage Operations/3 sem. hrs. Management of food and beverage operations is addressed. Emphasis is on front and back-of-the-house operations. Staffing and accounting principle guidelines will be discussed.

HMG 3310 Nutrition and Sanitation/3 sem. hrs. Focus on issues of health-consciousness and food quality and safety. Retail restaurant food service trends, marketing, recipe development, and contemporary menu planning will be examined. Effective food handling techniques, methods for prevention of food-borne illnesses, and causes of food contamination are other topics studied.

HMG 3350 Volume Food Management/3 sem. hrs. Covers both the history of and contemporary issues in the volume food industry, the various industries involved in volume feeding, and the types of services offered. Familiarizes students with processes, equipments, facilities, trends, opportunities, and challenges associated with this industry.

HMG 3450 Front Office and Housekeeping Operations/3 sem. hrs. A foundation to the introduction of all front office procedures and back-of-the-house housekeeping operations. Front office operations emphasize procedures, reservations, registration, night audit, checkout and billing. Housekeeping operations emphasize motivating staff, ordering and inventory control of housekeeping products, hiring of staff and basic guest room cleaning procedures.

HMG 3500 International Operations Management/3 sem. hrs. This course focuses on the procedures used in the day to day operations of several key types of hospitality and tourism organizations and their departments. Emphasis is placed on the technology, social aspects, terminology and systems which lead to the delivery of a high quality service/products yielding satisfied customers. Some of the operations which will be examined are hotels, cruise ships, travel organizations, convention services, gaming, transportation, and other tourism operations. New or emerging kinds of organizations will also be included.

HMG 3520 Applied Research and Market Development/3 sem. hrs. Research methodology in solving market development problems. Acquaints the student with questionnaire design, interview and observation techniques, hypothesis testing and basic descriptive and inferential statistics.

HMG 3600 Hospitality, Tourism, Sports, & Entertainment Law/3 sem. hrs. The laws related to each of the industries will be compared and contrasted. Specific legal concerns in the areas of: tort liability, constitutional and statutory law, government regulations, risk management, agency principles, forms of business organization, contract law, and ethical aspects of legal questions that affect these industries will be covered.

HMG 3820 The Tourism System/3 sem. hrs. A base of general knowledge of tourism and entertainment. The interdisciplinary relationships of world tourism traffic flows, attractions, and entertainment events are explored in depth.

HMG 3830 Public Tourism and Cultural Events/3 sem. hrs. Examines the art and science of celebration and the impact of special Tourism events on the community and culture. Students will develop a thorough understanding of the planning, promotion, and management of cultural events on worldwide and local community bases.

HMG 3860 The Cruise Attraction/3 sem. hrs. Provides the student with a comprehensive foundation in the cruise travel industry. Cruise travel history and facts about major cruise lines and specialty yacht vacations are explored.

HMG 4020 Ethics in Hospitality Management/3 sem. hrs. Examines managerial decision-making processes within hospitality organizations. Applications of basic philosophy, justice, and moral and social responsibilities to the management of corporations are emphasized. Ethical issues for review include workers' and consumers' rights, managerial responsibilities, community obligations, and social responsibilities. **Prerequisites:** HMG 3110 and a law course (HMG 3060 or HMG 3180).

HMG 4060 Legal Aspects of Tourism Events/3 sem. hrs. Introduces the student to areas of law specifically relevant to the cruise and tourism industry and the practical application of such laws. **Prerequisite:** HMG 3060.

HMG 4310 Restaurant Management Seminar/3 sem. hrs. Covers the scope of the restaurant industry, including types of restaurants and the consumer view of the restaurant experience. Aspects of menu planning, price, merchandising, marketing, and control will be discussed. **Prerequisites:** HMG 3300 and permission of the instructor.

HMG 4350 Food and Beverage Purchasing/Control/3 sem. hrs. Designed to provide the knowledge necessary to implement an F & B purchasing program and to improve or install appropriate F & B control systems in restaurants and medium-sized hotels. **Prerequisites:** HMG 3300, MATH 1330.

HMG 4370 Food Facilities Design/3 sem. hrs. Focuses on how conceptual plans and budget are transformed into a workable operational plan and how best to work with the design experts in the development of a new or renovated food service design project. **Prerequisite:** HMG 3300

HMG 4500 Hospitality/Tourism Practicum/3 sem. hrs. The learner is to theory to put practice through employment or pro-bono work in a specific area of the industry. The Practicum represents the culmination of the Hospitality Management program. Its purpose is to hone specific applied management skills in an industry setting or develop knowledges and skills in an area that is less familiar to the learner. The Practicum requires a minimum of a full semester (16 week) commitment. Like all courses in the program, it is worth three credits and can be taken at any point during or after the final year of study in the Hospitality Management program.

HMG 4840 Special Interests and Ecotourism/3 sem. hrs. Contemporary issues in the development of sustainable tourism resources are examined. Social, political, and economic factors and their impact on the environment are primary topics of the course. **Prerequisite:** HMG 3820.

HMG 4850 Theme Parks and Entertainment Attractions/3 sem. hrs. Views the origin of theme parks and attractions and distinguishes between them. It reviews the relationship between attractions, hotels, restaurants, and community infrastructure. **Prerequisite:** HMG 3820.

HMG 4860 Convention/Event Planning Management/3 sem. hrs. This application-oriented course deals with complete planning and management issues of the largest segment of the group travel industry, conventions and meetings. Meeting planning, exhibit services, theme design, banquet and volume food service, site selection, association organizational structure, transportation, and pre/post-conference packaging are all discussed and applied to a project-oriented experience. **Prerequisite:** HMG 3820.

HMG 4980 Special Topics in Hospitality/Tourism/3 sem. hrs. Students may register for a directed study designed to provide advanced students with the opportunity to pursue areas of major interest within the hospitality and tourism areas with the permission and under the guidance of a faculty member.

HUMANITIES (HUMN)

HUMN 2010 The Individual and Society/3 sem. hrs. An interdisciplinary study of humanistic values and insights, focusing on the principal questions of the individual and his/her place in society. Drawing from thought in literature, drama, philosophy, and poetry, the course seeks to find the balance among the individual, his/her desires, and the requirements of society.

HUMN 3510 The American Experience in Literature/3 sem. hrs. Survey of American literature with emphasis on the growth of American thought as expressed in the writings of selected American authors. (Offered in the BPM and EDU programs only).

HUMN 4900 Special Topics in the Humanities/3 sem. hrs. Advanced studies in selected cross-disciplinary areas of the humanities, including such topics as comparative religion, death and dying or popular culture. Specific focus to be announced. May be repeated once for credit, if content changes and with departmental approval. **Prerequisite, except for Career Studies students: one 200-level PHIL, ARTS, LITR, or HIST course.**

HUMN 4999 Senior Project/3 sem. hrs. An internship with a professional organization related to the arts and humanities (such as an art museum, cultural center, library, literacy program, foundation, or governmental agencies) Each student will carry out a project of his/her own choice under close faculty supervision and submit a final written assignment. Specific focus to be announced. **Prerequisite, except for Career Studies students: senior standing.**

INTERNSHIP (INTN)

INTN 3810 Internship I in Accounting
INTN 3811 Internship I in Business
INTN 3812 Internship I in Comp. Sci.
INTN 3813 Internship I in Education
INTN 3815 Internship I in Legal Studies
INTN 3816 Internship I in Life Sciences
INTN 3817 Internship I in Liberal Arts
INTN 3818 Internship I in Ocean Studies
INTN 3819 Internship I in Psychology

1-3 sem. hrs. A 10-20 hours a week nonpaying work experience. The position must be related to the student's academic program and referrals to such employers are coordinated by the NSU Career Resource Center and the Coordinator of Community Service. Each participating student will be assigned a faculty sponsor with whom a tutorial contract will be written outlining the academic work to be completed during the internship. Students must have an earned cumulative GPA of 2.5 or higher and completed a minimum of 36 academic credit hours.

INTN 3910 Internship II in Accounting
INTN 3911 Internship II in Business
INTN 3912 Internship II in Comp. Sci.
INTN 3913 Internship II in Education
INTN 3914 Internship II in Humanities
INTN 3915 Internship II in Legal Studies
INTN 3916 Internship II in Life Sciences
INTN 3917 Internship II in Liberal Arts
INTN 3918 Internship II in Ocean Studies
INTN 3919 Internship II in Psychology

1-3 sem. hrs. A 10-20 hours a week nonpaying work experience. The position must be related to the student's academic program and referrals to such employers are coordinated by the NSU Career Resource Center and the Coordinator of Community Service. Each participating student will be assigned a faculty sponsor with whom a tutorial contract will be written outlining the academic work to be completed during the internship. Students must have an earned cumulative GPA of 2.5 or higher and completed a minimum of 36 academic credit hours.

LANGUAGE AND COMPOSITION (LANG)

LANG 1000 Basic Writing/3 sem. hrs. A review of basic writing skills emphasizing usage and organization based on reading and writing assignments. To prepare students for LANG 1500.

LANG 1050 Study Skills Adjunct/1 sem. hr. This course is designed to develop the learning and organizational skills necessary to be highly successful in the content area course to which the adjunct course is attached. Active participation offers the opportunity to improve overall academic performance by providing transferable skills and the support system necessary for overall college success.

LANG 1210 Elementary Spanish I/3 sem. hrs. Essentials of Spanish language with emphasis on grammar, vocabulary, writing, and oral skills. Introduction to Spanish culture.

LANG 1220 Elementary Spanish II/3 sem. hrs. Continuation of LANG 1210. Essentials of Spanish language with emphasis on grammar, vocabulary, writing, and oral skills. **Prerequisite:** LANG 1210 or equivalent.

LANG 1230 Spanish Conversation I/3 sem. hrs. For students who want to acquire survival skills in Spanish to help them communicate with Spanish speakers. May be taken in conjunction with LANG 1210 or LANG 1220.

LANG 1240 Spanish Conversation II/3 sem. hrs. Continuation of LANG 1230. Further development of basic conversational skills. May be taken in conjunction with LANG 1220 or LANG 2210.

***LANG 1500 College Writing I/3 sem. hrs.** A writing workshop with instruction in the principles and skills of argumentation and critical reading. Students will receive instruction in basic methods of research and documentation of sources and in computer use. Formerly LANG 1110. **Prerequisites:** Placement Examination or LANG 1000 with a C- or higher; Polaris computer account.

***LANG 2000 College Writing II/3 sem. hrs.** A writing workshop with advanced instruction in argumentation as it applies in various professional settings. The course also includes additional instruction in critical reading, research writing. Formerly LANG 1120. **Prerequisites:** LANG 1500 with a C- or higher and sophomore standing.

LANG 2010 Public Communications/3 sem. hrs. Training and practice in fundamentals of speech including methods of obtaining/organizing materials and presenting speeches effectively.

LANG 2020 Theories of Argument and Debate/3 sem. hrs. Students will exercise analytical and critical thinking skills in amassing valid evidence and in constructing and refuting an argument in a debate form.

LANG 2030 Dramatic Interpretation/3 sem. hrs. This course will enable students to practice the use of voice and gesture as they relate to stage dialogue. Excerpts from stage monologues, dramatic readings, actual participation in theatrical productions, and an introduction to modes of acting may be included.

***LANG 2150 Argumentative Writing for Business/3 sem. hrs.** A writing course designed to introduce the student to various argument strategies appropriate to the business environment. Particular attention will be paid to the relative value of inductive and deductive forms of argument as well as an understanding of the differing forms of argumentative fallacies. Practice in the use of various rhetorical devices to enhance and hasten agreement.

LANG 2210 Intermediate Spanish I/3 sem. hrs. Readings in Spanish literature and culture. Study of Spanish idioms and syntax. Further development of oral and written Spanish. **Prerequisite:** LANG 1220 or equivalent.

LANG 2220 Intermediate Spanish II/3 sem. hrs. Continuation of LANG 2210. Readings in Spanish literature and culture. Study of Spanish idioms and syntax. Further development of oral and written Spanish. **Prerequisite:** LANG 2210 or equivalent.

LANG 2230 Intermediate Spanish Conversation/3 sem. hrs. For students with intermediate-level Spanish reading and writing competency who wish to increase their speaking and comprehension skills. May be taken with LANG 2220, LANG 3230, or LANG 3240.

***LANG 3000 Advanced College Writing/3 sem. hrs.** An advanced workshop and seminar course for students seeking to extend their command of exposition and argument and their mastery of prose style. Special emphasis given to writing in various professional situations. **Prerequisite:** LANG 2000. **May be repeated once for credit with departmental approval.**

LANG 3020 Creative Writing: Poetry/3 sem. hrs. An examination of the fundamentals of writing poetry; learning to use metrical language and seeking the universal in individual human experience. Students will read a wide variety of contemporary poems and will attempt to develop their own poetic language. **Prerequisite:** LANG 1500.

LANG 3030 Creative Writing: Fiction/3 sem. hrs. An examination of the fundamentals of writing fiction; learning to use the techniques and tools of the fiction writer. Students will read a variety of fictional works and will attempt to develop their own voices and narrative style.

LANG 3110 Writing for the Professions/3 sem. hrs. A survey of English composition skills and their applications to various writing assignments. The course emphasizes the selection and employment of appropriate styles for functional uses of written communication. Includes writing competency exam and research paper. **Prerequisite:** LANG 1500.

LANG 3120 Public Communication for the Professions/3 sem. hrs. Emphasis on public communication skills required of the person in business or other professions. Topics include public speaking, conference speaking, visual and audio aids, listening, and public interviews. **Prerequisite:** LANG 3110.

LANG 3230 Advanced Spanish/3 sem. hrs. Improvement of literacy and conversation skills. Includes a grammar review, oral and written drill, phonetic theory, and practice for speech refinement. **Prerequisite:** LANG 2220 or equivalent.

LANG 3240 Introduction to Spanish Literature/3 sem. hrs. Selected master works of Spanish and/or Latin American literature read in the original and critically analyzed in Spanish. **Prerequisite:** LANG 2220 or equivalent.

LATIN AMERICAN AND CARIBBEAN STUDIES (LACS)

LACS 3000 Special Topics in Latin American and Caribbean Studies/3 sem. hrs. Topics in Latin American and Caribbean Studies not included in regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may re-enroll for special topics covering differing content.

LACS 4850 Preparation for Field Study/3 sem. hrs. Course consists of six preparatory seminars on the Farquhar Center campus and a two-week cultural/archaeological tour of the Maya heartland. Seminar topics and texts will prepare students for total immersion into rural Mexican life and thought and ancient and modern Mayan culture. This course is a necessary prerequisite for LAC 4860: Field Study in Latin America. Credit for LACS 4850 as a core course can be granted only upon completion of LACS 4860.

LACS 4860 Field Study in Latin America/6 sem. hrs. A field experience relating to selected topics in Latin American and Caribbean Studies. Specific content and prerequisites are announced in the course schedule for a given term. Students may re-enroll in Field Study experience covering different topics and cultures. **Prerequisite:** LACS 4850.

LEGAL ASSISTANT STUDIES (LEGS)

LEGS 1150 Introduction to Law and the Legal Profession/3 sem. hrs. Topics will include the structure and decisional processes of the American legal system, sources of law, methods of dispute resolution, the roles of the attorney and the legal assistant, legal analysis, interviewing techniques, and ethics for legal assistants. **This course is not required for those students who have taken LGST 2010.** Also offered as LEGS 0015/Non Credit.

LEGS 2210 Computer Applications for the Legal Profession/3 sem. hrs. Theory and application of programs for computers that are used in the legal profession. Hands-on experience with microcomputers and specialized software utilized by the legal profession. **Prerequisite:** TECH 1110 or permission of the coordinator. Also offered as LEGS 0021.

LEGS 2400 Business Relations and Organizations/3 sem. hrs. Topics will include contracts (the essential elements, defenses to enforceability, third party beneficiaries, and assignments), the Uniform Commercial Code, sole proprietorships, general and limited partnerships, and corporations. **This course is not required for those students who have taken**

BUSS 2150 and BUSS 3160. Also offered as LEGS 0040/Non Credit.

LEGS 3050 Civil and Criminal Responsibility/3 sem. hrs. Topics will include intentional torts, negligence, strict liability, products liability, defamation, defenses to torts, criminal intent, crimes against the person and property, and defenses to crimes. Also offered as LEGS 0005/Non Credit.

LEGS 3100 Legal Research and Writing I/3 sem. hrs. Students will study primary and secondary sources of law, obtain legal research and writing skills, learn how to use a law library, and obtain computer-assisted legal research training. **This course is not required for those students who have taken LGST 3300.** **Prerequisite:** LEGS 1150 or LGST 2010 or permission of coordinator. Also offered as LEGS 0010/Non Credit.

LEGS 3260 Real Estate Practice I/3 sem. hrs. Topics will include interests in real property, contracts, deeds, mortgages and other encumbrances, mortgage foreclosures, title searches, title insurance, and leases. Students will prepare closing documents for a residential real estate transaction. **Prerequisite:** LEGS 1150 or LGST 2010 or permission of coordinator. Also offered as LEGS 0026/Non Credit.

LEGS 3300 Litigation and Procedure I/3 sem. hrs. Topics will include evidence, the rules of civil procedure, discovery, jury selection, pre-trial work, and collection of judgments. Students will prepare pleadings and interrogatories for a lawsuit. **Prerequisite:** LEGS 2150 or LGST 2010 or permission of coordinator. Also offered as LEGS 0030/Non Credit.

LEGS 3360 Wills, Trusts, and Estates I/3 sem. hrs. Topics will include intestacy, wills, trusts, living wills, will substitutes, probate, estate administration, and estate and gift taxes. Students will prepare wills and estate administration documents. **Prerequisite:** LEGS 1150 or LGST 2010 or permission of coordinator. Also offered as LEGS 0036/Non Credit.

LEGS 3550 Family Law/3 sem. hrs. Topics will include prenuptial and postnuptial agreements, marriage, dissolution, equitable distribution, alimony, shared parental responsibility, child support, property settlement agreements, adoption, and paternity and juvenile law. Students will prepare petitions and other documents related to the foregoing topics. **Prerequisite:** LEGS 1150 or LGST 2010 or permission of coordinator. Also offered as LEGS 0050/Non Credit.

LEGS 4060 Debtor and Creditor Relations /3 sem. hrs. Topics will include the following: the Bankruptcy Process and alternative remedies; Secured Parties under the Uniform commercial code; Judgment Liens;

Locating Debtors Property; enforcement of Judgments by way of Garnishment, Attachment and Replevin; and Exempt Property. **Prerequisite:** LEGS 1150 or LGST 2010 and LEGS 2400 and 3050 or permission of Coordinator.

LEGS 4110 Legal Research and Writing II/3 sem. hrs. This course will commence with a review of all basic primary and secondary sources. Florida research tools and special topical reference materials will also be covered. Advanced training in computer assisted legal research will be provided. Legal writing will be emphasized. There will be a variety of written work ranging from everyday correspondence to memoranda of law. **Prerequisite:** LEGS 1150 or LGST 2010 and LEGS 3100 or permission of coordinator.

LEGS 4270 Real Estate Practice II/3 sem. hrs. Topics will generally be chosen from among the following: Title Problems; Mortgage Foreclosures; Landlord-Tenant; Commercial Real Estate Transactions; Condominiums; Construction Liens; and Environmental Matters. **Prerequisite:** LEGS 1150 or LGST 2010 and LEGS 3260 or permission of the coordinator.

LEGS 4310 Litigation and Procedure II/3 sem. hrs. The following topics under the Florida Rules of Civil Procedure will be covered: Pleadings; Service of Process; Parties; Default; Dismissals; Discovery in all of its forms; the Trial Stage; Judgments; and Postjudgment Relief. Students will work on civil cases in several areas of law (e.g. domestic relations and personal injury) where they will apply many of the procedural rules that they have studied. **Prerequisite:** LEGS 1150 or LGST 2010 and LEGS 3300 or permission of the coordinator.

LEGS 4370 Wills, Trusts and Estates II/3 sem. hrs. Topics will generally be chosen from among the following: Probate Litigation; Mechanisms to Transfer Property; Will and Trust Drafting; Homestead; the Federal Estate and Gift Tax system; the Florida Estate Tax; and Preparation of Federal Estate and Gift Tax Returns. **Prerequisite:** LEGS 1150 or LGST 2010 and LEGS 3360 or permission of the coordinator.

LEGS 4410 Corporate Regulation and Change/3 sem. hrs. Topics will include the following: Capitalization; Debt and Equity Financing; Federal and State Securities Regulation; Mergers; Asset and Stock Acquisitions; Reorganizations; and Drafting Corporate Documents. **Prerequisite:** LEGS 1150 or LGST 2010 and LEGS 2400 or permission of coordinator.

LEGS 4510 Specialty Course/3 sem. hrs. The subjects covered by this course will generally be chosen from among the following: Administrative Law; Alternate Dispute Resolution; Employment Law; Health Law; Immigration Law; Insurance Law; International Law; and Patents, Trademark and Copyright Law. **Prerequisite:** LEGS 1150 or LGST 2010 or permission of coordinator.

LEGS 4560 Elder Law/3 sem. hrs. Topics will include the following: Incapacity; Types of Guardians; Guardianship Practice and Procedure; alternatives to Guardianships such as Durable Powers of Attorney,

Trusts, Health Care Surrogates and Representative Payers; Government Benefits such as Social Security, Medicare and Medicaid; and Housing Options such as "Reverse Mortgages", Life Care Contracts, Adult Congregate Living Facilities and Nursing Homes. **Prerequisite:** LEGS 1150 or LGST 2010 or permission of coordinator.

LEGAL STUDIES (LGST)

LGST 2010 Law in Action: Introduction to Legal Reasoning/3 sem. hrs. An introduction to the structure and basic decisional processes of the American legal system. The course material examines the central issues and processes of the legal system from the perspective of their everyday working relationships and how courts work. **Prerequisite:** LANG 1500.

LGST 2100 The Legal Profession/3 sem. hrs. A study of the historical and social development of the legal profession in America from the colonial period to the present with emphasis on the structure of legal education, ethical standards, and the public policy role of lawyers.

LGST 2400 Comparative Legal Systems/3 sem. hrs. A study of the interrelationship between cultures and legal systems; how legal systems develop as a response to and expression of the cultures from which they derive.

LGST 3000 Interdisciplinary Studies in Law/3 sem. hrs. This course thematically explores interdisciplinary topics of law and society. The theme varies from term to term and may involve an exploration of one of the following relationships: children and the law, cultural minorities and the law, economic growth and the law, federalism and the law, judiciary and democracy, legal anthropology, popular culture and the law, psychology and the law, slavery and the law, and women and the law. Formerly: LGST 2600, LGST 2610, LGST 2620, LGST 2630, LGST 2640, LGST 2650, LGST 2660, LGST 2670, and LGST 2680.

LGST 3260 Judicial Politics and Process/3 sem. hrs. This class will examine both the formal and informal practices and rules which shape the American judicial system. Utilizing a political science/legal anthropology approach, it will ask who uses the courts, why they use the courts and what they hope to achieve. In doing so, it will seek to assess the effectiveness of American justice by analyzing such topics as the formal structures of the American judicial system and the judicial appointment, socialization and decision making process. **Prerequisite:** HIST 3020.

LGST 3300 Legal Research & Writing/3 sem. hrs. Students will learn basic primary and secondary resources and legal research skills. Book, on-line, cd-rom, and Internet resources will be covered. Two memoranda of law and law library research skill exercises will be required. **Prerequisite:** LGST 2010. **Junior Standing Required.**

LGST 4050 Civil and Political Liberties/3 sem. hrs. A survey of the philosophical basis and actual development of civil and political liberties in the United States. The course also examines the leading United States Supreme Court cases in the area. **Prerequisite:** HIST 3020.

LGST 4260 Private Law and Modern American Thought/3 sem. hrs. This course examines, in depth, one or more areas of private law, such as contracts, torts or corporations and considers them in the context of modern legal thought. The emphasis will be on twentieth-century America. **Prerequisite:** HIST 3020.

LGST 4300 Mock Trial/3 sem. hrs. Students will learn basic trial presentation and strategy skills, including opening and closing arguments, cross and direct examination, jury selection and voir dire. This is a performance/skill course. Each student will be required to participate in both a civil and criminal mock trial. **Prerequisite:** LGST 3300. **Senior Standing Required.**

LGST 4400 Special Readings in Legal Studies/3 sem. hrs. This reading and discussion seminar examines selected topics in Legal Studies. Topics vary each semester. This course may be repeated once for credit, if content changes and with departmental approval. **Prerequisite:** Senior standing or departmental approval.

LGST 4410 International Law/3 sem. hrs. An introduction to basic legal principles governing relations between nations. Topics include recognition of states, jurisdiction, human rights, treaties and agreements, law of the sea, and claims against nations. **Prerequisite:** Junior/Senior standing or instructor approval.

LGST 4450 Capstone Course in Legal Studies/3 sem. hrs. Senior Research and Reading Project. Drawing together diverse themes from legal studies, this seminar will focus on important links within the triad of law, morals, and public policy. **Prerequisite:** HIST 3020.

LITERATURE (LITR)

LITR 2010 British Literature/3 sem. hrs. A survey of major literary movements and writers, from the *Beowulf* poet to the present. Formerly HUM 256 and HUM 257.

LITR 2020 American Literature/3 sem. hrs. (HUM 269, HUM 273) A survey of American literature from the Puritans to the present, emphasizing major authors and identifying the themes common to different historical periods. Formerly HUM 269 and HUM 273.

LITR 2030 World Literature/3 sem. hrs. A survey of selected masterpieces by writers who have influenced the evolution of world culture, such as Homer, Dante, or Cervantes. Formerly HUM 272 and HUM 273.

LITR 3010 Studies in British Literature/3 sem. hrs. A study of a specific period in British literary history (e.g. the Middle Ages, the Renaissance, Romanticism, Modernism). Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** LITR 2010.

LITR 3020 Studies in American Literature/3 sem. hrs. A study of a specific period in American literary history (e.g. the Puritans and Revolutionaries, Transcendentalists, 19th-century realists). Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** LITR 2020.

LITR 3030 Studies in World Literature/3 sem. hrs. A study of a specific period in world literary history (e.g. the Classical era, Medieval period, the Renaissance, the Enlightenment, Romanticism, Modernism). Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** LITR 2030.

LITR 3040 Women and Literature/3 sem. hrs. (WMS/HUM 306) Works will be studied to acquaint students with the rich and extensive contributions of women to the various literary genres (autobiography, poetry, fiction). **Prerequisite, except for Career Studies students:** LITR 2010, LITR 2020 or LITR 2030.

LITR 3050 Area Studies in Literature/3 sem. hrs. A study of the literature of a specific group or region, such as Celtic and Irish Literatures, Latin American and Caribbean Literature, or African-American Literature. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** LITR 2010, LITR 2020 or LITR 2030.

LITR 3610 Literary Genres/3 sem. hrs. An introduction to major genres (poetry, drama, and the novel) through the reading of important works of various periods. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** LITR 2010, LITR 2020 or LITR 2030.

LITR 4060 Feminist Criticism and Theory/3 sem. hrs. (WMS/HUM 406) This course introduces students to contemporary feminist literary criticism and theory from Simone de Beauvoir to the present. Students will also be introduced to post-structuralist theory (including deconstruction, psychoanalysis) and its role in shaping feminist criticism. **Prerequisite, except for Career Studies students:** LITR 2010, LITR 2020, or LITR 2030.

LITR 4700 Major Authors/3 sem. hrs. This course will examine the life and work of a single major author from a variety of critical perspectives. Authors may include Chaucer, Shakespeare, Cervantes, Milton, Austen, Goethe, Byron, Hawthorne, James, Woolf, Joyce, or Proust. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** LITR 2010, LITR 2020 or LITR 2030.

LITR 4710 Legends and Motifs in Literature/3 sem. hrs. This course explores a single legend or motif that has captured the imagination of authors from ancient Greece to the present. Such legends may include a single figure, such as King Arthur, Oedipus, Antigone, Don Juan, Faust or a character type, such as the vampire, the detective, the femme fatale. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** LITR 2010, LITR 2020, or LITR 2030.

LITR 4900 Special Topics in Literature/3 sem. hrs. Topics, which vary from year to year, may include a history of literary criticism, a study of literature in relation to a specific field (politics, law, science), an exploration of a particular form (travel literature, autobiography, etc.) or theme (literature and the city, literature and the self). Recommended for advanced students. Specific focus to be announced. May be repeated once for credit, if content changes and with Department approval. **Prerequisite, except for Career Studies students:** one 3000- or 4000-level course listed above.

MANAGEMENT (MGMT)

MGMT 1410 Personal Career Development/3 sem. hrs. The process of career development applied to one's self-identifying vocational interests and aptitudes, obtaining information about occupations, gaining experience through practicums and cooperative education, and establishing career plans. Useful for students adjusting to the college role. Identical to EDUC 1410 and PSYC 1410.

MGMT 2050 Principles of Management/3 sem. hrs. An overview of historical development of management theory, the distinct schools of management thought, the functions and processes of management, and the environment within which the modern manager operates.

MGMT 2480 Industrial Psychology/3 sem. hrs. Survey of Psychology as applied to work emphasizing a general knowledge of industrial/organizational psychology as well as its application to the solving of real world problems. Discussion of Personnel Decisions, Organizational Training, Organizations and Their Influence on Behavior. Job Satisfaction, Job Design and Organizational Development, Human Factors, and Environmental Stressors on Workers. Identical to PSYC 2480.

MGMT 2510 Supervisory Skills/3 sem. hrs. A study of the changing responsibilities of first-level supervisors. Topics include: quality management, multi-cultural diversity, dealing with unions, equal opportunity legislation, discipline procedures, and organizational ethics and politics.

MGMT 2910-2990 Special Topics/3 sem. hrs. Topics in management that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for special topics covering different content.

MGMT 3020 Organizational Communication/3 sem. hrs. Survey course of communication in organizations. Topics covered are formal and informal communication networks, communication roles, communication audits, and organizational barriers to effective communication. Skills-building emphasis.

MGMT 3070 Stress Management/3 sem. hrs. This course examines the process and complexities of stress management, its impact on the work place, and the overall quality of work life in an organization. Stressful events and conditions will be presented and analyzed from three perspectives: individual vulnerability to stressors, the environment in which that vulnerability is exposed to stressors, and the resulting behavioral symptoms. Identical to MGMT 4920 and PSYC 3070.

MGMT 3200 Public Administration/3 sem. hrs. The nature and scope of public administration: principles, societal protection, assistance to various groups, governmental proprietary enterprises, and regulation of business. Bureaucratic organization, administration, relationships, and policy making are also included. **Prerequisite:** MGMT 2050.

MGMT 3210 Public Budgeting, Planning and Control/3 sem. hrs. Fundamental concepts of budgeting with emphasis on process. Management uses of planning and controlling in business. Historical and standard costing, funds flow analysis, tax planning, and business decision rules. Essentials of risk management, long term financing of organizations. Analysis of appropriate methods of managing static risk, capital budgeting, mergers, and failures. **Prerequisite:** ACCT 2100.

MGMT 3550 International Management/3 sem. hrs. The context of international management, organization of multinational firms, cultural and environmental issues, organizational problems in international operations, planning and control, international financial management, international personnel management, relations with host governments, and comparative management. **Prerequisites:** BUSS 3550 and MGMT 2050.

MGMT 3560 Substance Abuse in Business and Industry/3 sem. hrs. Scope and cost of alcohol and other drug-related problems in business and industry today and the role of managers and supervisors in dealing with these problems. The formulation of company policies regarding substance abuse, effective educational and intervention programs, and strategies for implementing these. Identical to PSYC 3560.

MGMT 3660 Management Information Systems/3 sem. hrs. Course offers a broad coverage of computer use, database management, and information system fundamentals for managers living in an increasingly complex information society.

MGMT 3770 Production and Inventory Control/3 sem. hrs. Analysis of production systems, materials flow networks, methods of control, and forecasting of market and resource activities. Examination of criteria for determining output, pricing (economic order quotients and capital cost), investment (capital budgeting), concept of profit centers, and cost functions.

MGMT 3880 Operations Management/3 sem. hrs. Management of operations within the manufacturing sector, control of production operations, maintenance of quality of output and techniques for planning, and scheduling manufacturing operations. **Prerequisite:** MGMT 3770.

MGMT 4010 Health Care Organization and Administration/3 sem. hrs. An examination of health care organization in the U.S. from a systems perspective. Administrative implications of the various types of health care organization models. Offered in HCS only.

MGMT 4020 Legal Aspects of Health Care Administration/3 sem. hrs. A study of legal liabilities and responsibilities of health care institutions and professionals; federal, state, and local statutes for provision and regulation of health services and facilities. Offered in HCS only.

MGMT 4050 Organization Development and Change/3 sem. hrs. Organizational Development (OD) is the process by which behavioral science knowledge and practices are used to help organizations achieve greater effectiveness. The end result is to improve the quality of work life and experience strategies for achieving change and development in organizations.

MGMT 4150 Legal Environment of Management/3 sem. hrs. A macro law course emphasizing public law and regulation of business. Examines relationships such as employer-employee, labor-management, debtor-creditor, and buyer-seller.

MGMT 4160 Personnel Administration/3 sem. hrs. Modern personnel policies, techniques, and methods. The development of sound wage and salary structures; the development of valid standards of personnel selection and placement; the use of psychological testing; interviewing techniques. **Prerequisite:** MGMT 2050.

MGMT 4170 Organization Behavior/3 sem. hrs. An overview of the informal, people-centered aspects of organization. Topics include motivation, leadership style, and various human relations-oriented theories. The interaction of the individual and the organization as a dynamic interplay that affects total organizational effectiveness. The role of effective communication in the organization. **Prerequisite:** MGMT 2050.

MGMT 4200 Administrative Law/3 sem. hrs. Introduces students to important legal issues involving administrative law and administrative process such as regulation, rule-making, adjudication, hearings, discretion, tort liability, and judicial review. Covers how administrative agencies are created, how they operate, and how they are controlled and reviewed.

MGMT 4210 Issues in Public Policy/3 sem. hrs. Description and analysis of issues in public policy. Case studies cover topics such as regulatory and redistributive public policies, policy evaluation, and the impact of politics on policy analysis. **Prerequisites:** MGMT 3200, MGMT 4200.

MGMT 4250 Strategic Human Resource Management/3 sem. hrs. (BUS 415, 425, 441) A capstone course in the behavioral management area that is in a seminar format. Topics to be covered are the HRM function in organizations, with specific emphasis on training, development, and career pathing of employees; stress management; and labor relations and negotiations. **Prerequisites:** MGMT 4160 and 4170.

MGMT 4300 Managing Cultural Diversity/3 sem. hrs. By the turn of the century, 70 percent of new hires will be women and minorities. This course prepares students to manage in the multicultural work place which is evolving all around us. Emphasis is on practical, experiential classroom activities designed to help students understand the range of cultural behaviors and expectations found in today's and tomorrow's work place. The goal is learning to manage a pluralistic work force in such a way as to maximize personal and corporate goals.

MGMT 4450 Labor Relations and Negotiations/3 sem. hrs. An examination of labor relations in depth covering collective bargaining, contract negotiation, contract administration, mediation, and arbitration. Includes an in-depth examination of labor legislation. **Prerequisite:** MGMT 4160.

MGMT 4900 Business Communications/3 sem. hrs. Study of strategy and implementation of effective written and oral business communications. Topics include persuasive messages, delivery of good news and bad news, sales letters, collection messages, design of business reports and oral presentations, use of visual aids, and effective memos. **Prerequisite:** LAN 1500.

MGMT 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in management that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for Special Topics covering different content.

MGMT 4990 Adv. Special Topics: Total Quality Management/3 sem. hrs. This course examines the theory and practice of total quality management (TQM) as it currently is being applied in American organizations. Includes philosophy of quality gurus Demming, Juran, Crosby, and others and explores the key tenets of passion for customers, continuous process improvement, self-directed work teams, and building a quality culture. Quality tools are examined.

MARKETING (MRKT)

MRKT 2110 Sales Management/3 sem. hrs. Emphasizes sales force management. Topics include selection, training, compensation, motivation, and evaluation of sales personnel. Various sales strategies appropriate to different markets are covered.

MRKT 2210 Retail Management/3 sem. hrs. Establishing an effective marketing mix specific to the retail establishment. Basic concepts behind organizational structure, store location, personnel selection, merchandising, promotion, and service. Use

of certain analytical tools to aid in establishing the appropriate mix.

MRKT 2910-2990 Special Topics/3 sem. hrs. Topics in marketing that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may re-enroll for Special Topics covering different content.

MRKT 3050 Marketing Principles and Application/3 sem. hrs. A focus on the marketing concept, and examination of a marketing oriented firm. Topics include consumer behavior, market analysis and the marketing mix. Students will produce a marketing plan.

MRKT 3010 Channels of Distribution/3 sem. hrs. The particular role of marketing channels in establishing an effective marketing mix. Physical distribution problems as well as the role of wholesalers, retailers, and the various types of specialized middlemen. **Prerequisite:** MRKT 3050.

MRKT 3080 Cooperative Education (no credit) Work placement for a period of 16-18 weeks. The placement will be directly related to the student's program of study.

MRKT 3100 Marketing Services/3 sem. hrs. This course undertakes an in-depth exploration of the marketing of services, highlighting the distinctions which exist in the marketing of intangibles. The managerial implications of these distinctions are explored, as well as strategies available to overcome the difficulties associated with the marketing of services versus the traditional product-related marketing. **Prerequisite:** MRKT 3050.

MRKT 3210 Advertising and Sales/3 sem. hrs. Introduces the basic principles and concepts of marketing communication. Focus is on the development/implementation of effective advertising campaigns and sales promotional plans for business on a local, regional, and national basis. **Prerequisite:** MRKT 3050.

MRKT 3530 International Marketing/3 sem. hrs. The scope of international marketing, the structure of multinational markets, foreign market research, international advertising and promotion, international distribution channels, international product policy, international pricing policy, and export/import management. **Prerequisites:** BUSS 3550 and MRKT 3050.

MRKT 4210 Marketing Communication Strategies/3 sem. hrs. The management of the total marketing communication function. Stresses development of objectives for the promotion mix and the planning and integration of these programs with other aspects of the marketing mix. **Prerequisite:** MRKT 3050.

MRKT 4310 Consumer Behavior/3 sem. hrs. The analysis of the effectiveness of various marketing strategies in terms of yielding the desired consumer responses. The push-versus-pull strategy, the selling

approach versus the marketing approach, and other topics. **Prerequisites:** MGMT 4170 and MRKT 3050.

MRKT 4350 Service Quality Management/3 sem. hrs. This course develops a conceptual understanding of quality service marketing. It includes distinctive aspects of services, consumer behavior, services management and services research. **Prerequisite:** MRKT 3050.

MRKT 4550 Export/Import Marketing/3 sem. hrs. Managing the export/import department; government regulations affecting imports; financing, insuring, transporting, and marketing of exported or imported raw materials and finished products; methods of purchasing foreign products and selling domestic goods abroad; joint marketing; licensing; distributor relations. **Prerequisite:** MRKT 3530.

MRKT 4710 Marketing Strategy/3 sem. hrs. The planning, organization, implementation, and control of marketing activities from the viewpoint of the marketing executive. Topics include strategic planning and policy formulation; the use of marketing research; test marketing of products; and intercompany coordination of pricing and promotion. **Prerequisite:** MRKT 3010.

MRKT 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in marketing that are not included in the regular course offerings. Specific content and prerequisites are announced in the course schedule for a given term. Students may re-enroll for Special Topics covering different content.

MRKT 2901 Special Topics - Customer Service Theory and Practices/3 sem. hrs. Examination of customer service theory and practice. Methods to measure and enhance productivity of customer service representatives. Students will learn about customer service as a total organizational philosophy as well as examine techniques of motivating customer service workers and raising consumer satisfaction.

MRKT 2902 Special Topics - Public Relations/3 sem. hrs. Principles and practices of establishing and maintaining goodwill between a person or organization and the public. Methods of gaining publicity. Students will analyze and develop public relations strategies and campaigns using case studies.

MRKT 4901 Advanced Special Topics - Customer Service Practicum: The requirements of this experiential course can be met in one of two ways: (1) The student will have passed Nova-approved corporate training programs in customer service or (2) The student will complete a customer service project within his/her company under the supervision of a faculty member and a corporate sponsor.

MRKT 4911 Advanced Special Topics - Marketing in the Hospitality Industry/3 sem. hrs.

MATHEMATICS (MATH)

MATH 1000 Essential Mathematics/3 sem. hrs. This course is designed to provide a brief review of

basic computational skills in fractions, decimals, and rational numbers. It expands into a comprehensive study of introductory algebra including: variable expressions, linear equations and inequalities, polynomials, exponents, algebraic word problems, polynomials, exponents, factoring and quadratic equations. **Prerequisite:** placement examination required.

MATH 1030 Intermediate Algebra I/3 sem. hrs. The first course in a two-course sequence designed to provide students with a full range of algebra skills. This course is designed for students who have had some algebra. Topics covered include the real numbers, polynomials, linear equations and inequalities in one and two variables, functions, and systems of linear equations. **Prerequisite:** Placement examination or MATH 1000 with a grade of C- or higher.

MATH 1040 Intermediate Algebra II/3 sem. hrs. The second course in a two-course sequence designed to provide students with a full range of algebra skills. This course includes the prerequisite skills for Pre-Calculus I. Topics include rational expressions and functions, roots, quadratic functions, exponents and logarithms, and conic sections. **Prerequisite:** Placement examination or MATH 1030 with a grade of C- or higher.

* **MATH 1100 Topics in Mathematics I/3 sem. hrs.** The first in a two-course sequence whose goal is to provide students a perspective on diverse areas of mathematics. Topics covered include algebra, geometry and right triangle trigonometry. The course will focus on problem solving and applications. **Prerequisite:** placement examination or MATH 1030 with a grade of C- or higher.

MATH 1200 College Algebra/3 sem. hrs. This course is for students with a strong background in algebra. Students will study Fundamental Concepts of Algebra, Equations and Inequalities, Functions and Graphs, and Polynomial, Rational, Exponential and Logarithmic Functions. **Prerequisite:** placement examination or MATH 1040 with a grade of C- or higher.

MATH 1250 Trigonometry/3 sem. hrs. This course will complete the sequence of courses necessary to begin the study of calculus. A thorough study of trigonometric functions, analytic trigonometry, and numerous applications will be covered. **Prerequisite:** placement examination or MATH 1200 with a grade of C- or higher.

MATH 2100 Calculus I/4 sem. hrs. Functions, limits, and derivatives of algebraic functions. Introduction to derivatives of trigonometric functions, logarithmic functions, application of derivatives to physics problems, related rates and maximum/minimum problems, and definite and indefinite integrals with applications. **Prerequisite:** placement examination or MATH 1250 with a grade of C- or higher.

MATH 2200 Calculus II/4 sem. hrs. Riemann sums, the definite integral, methods of integration, continuation of exponential, logarithmic functions, and inverse trigonometric functions. L'Hopital's rule and improper integrals. **Prerequisite:** MATH 2100 with a grade of C- or higher.

MATH 3020 Applied Statistics/3 sem. hrs. (BUSS 309, MATH 201, 202, MGMT 301, PSYC 301) Descriptive and inferential statistics relevant to applied research, data sets, frequency distributions, probability, sampling, estimating, hypothesis testing, chi-square and ANOVA, regression and correlation, and nonparametric measures. **Prerequisites:** MATH 1030 or higher.

MATH 3030 Applied Statistics II/3 sem. hrs. Introductory aspects of inferential statistics and experimental design are covered. Course material includes hypothesis testing and estimation, analysis of variance, multiple comparison procedures, linear and multiple correlation and regression methods, chi-square tests, nonparametric techniques, and elementary design of experiments. Stress will be placed on interpreting studies that employ these techniques. **Prerequisite:** MATH 3020.

MATH 3100 Differential Equations/3 sem. hrs. Solving first-order ordinary differential equations, exact, separable, and linear. Applications to rates and mechanics and theory of higher-order linear differential equations. Methods of undetermined coefficients and variation of parameters, application to vibration, mass and electric circuits, and power series solutions. Partial differential equations and their application to electronics and electrical engineering problems. Solutions of initial boundary problems. Fourier series, Fourier transforms, inhomogeneous problems, and introduction to numerical methods. Laplace transforms. **Prerequisite:** MATH 2200.

MATH 3250 Euclidean Geometry/3 sem. hrs. Plane Euclidean geometry starts with a vocabulary of terms, definitions, and postulates, then works its way into direct and indirect proofs, and then finishes with similar figures, triangles, circles, and areas. The study of coordinate, solid, and non-Euclidean geometrics will be left as an option (directed study) to the interested individual student. **Prerequisite:** MATH 1200 with a grade of C- or higher.

MATH 3300 Introductory Linear Algebra/3 sem. hrs. Designed primarily for secondary math education majors, but is also appropriate for any student seeking a first course in linear algebra. The focus of the course is on matrix theory and its applications. **Prerequisite:** MATH 2200 or departmental approval.

MATH 3350 Number Theory/3 sem. hrs. Designed primarily for secondary math education majors. Topics covered divisibility, theory of primes, numerical functions, and congruence classes. **Prerequisite:** MATH 2200 and MATH 3250.

MATH 3900 History of Mathematics/3 sem. hrs. Designed primarily for secondary math education majors. Covers from the early development in mathematics to current thinking. Students will gain the perspective that mathematics is the cumulative creation of many people over time. **Prerequisites:** MATH 2200, MATH 3250 and MATH 3350.

MATH 4050 Advanced Calculus I/3 sem. hrs. Begins with analytic geometry and vectors in several dimensions and continues with partial differentiation of functions of several variables and its applications, including linear programming, multipliers, and linear regression. Finally, double and triple integrals and their applications are also covered. **Prerequisite:** MATH 2200 with a grade of C- or higher.

MATH 4060 Advanced Calculus II/3 sem. hrs. Begins with a study of vector functions of one variable and their applications and continues with vector fields including line and surface integrals. The major theorems of vector calculus, including the divergence theorem, Green's Theorem, and Stoke's Theorem, are also covered. **Prerequisite:** MATH 4050 with a grade of C- or higher.

MATH 4500 Probability and Statistics/3 sem. hrs. Probability function, random events, expectation, conditional probability distribution functions, and foundations of statistics. **Prerequisite:** MATH 2200 with a grade of C- or higher.

OCEANOGRAPHY (OCES)

OCES 2500 Introductory Oceanography/Lab/4 sem. hrs. (OCE 350) Study of the physical and life sciences as they apply to the ocean. Oceanographic sampling and laboratory analysis techniques are covered.

OCES 4490 Research Methods/3 sem. hrs. The course will present a broad theoretical outline for the design and implementation of research projects. Topics to be covered include problem definition, principles of design, sampling, measurement concepts, and research proposal preparation. Although this is not a course in statistics, a brief overview of univariate and bivariate statistics will be presented. The course will also cover the presentation of results, including graphics. It is assumed that the student will have some background in basic statistics and has some familiarity with computers.

OCES 4500 Directed Research Project I/1 sem. hrs. Initiation of laboratory or field research in marine biology/ecology in consultation with an adviser.

OCES 4510 Directed Research Project II/1 sem. hrs. Continuation of laboratory or field research in marine biology/ecology. **Prerequisite:** OCES 4500.

OCES 4520 Directed Research Project III/1 sem. hrs. Completion of laboratory or field research in marine biology/ecology, culminating with a thesis. **Prerequisite:** OCES 4500.

PHILOSOPHY (PHIL)

PHIL 1300 Critical Thinking/3 sem. hrs. A study of the basic conceptual tools needed to recognize, formulate, and evaluate arguments. Designed for the student who wishes to reason more effectively and critically. Formerly HUMN 231.

PHIL 2300 Philosophical Issues/3 sem. hrs. (HUM/HUMN 230) A study of the basic problems, methods and chief types of philosophy. Consideration will be given to the relation of philosophy to other forms of inquiry.

PHIL 3180 Biomedical Ethics/3 sem. hrs. (HUM/HUMN 318) Application of ethical theory to issues in medicine and the life sciences. The course may include such topics as abortion, euthanasia, allocation of resources, genetic engineering, and the patient-professional relationship.

PHIL 3210 Ethics/3 sem. hrs. (HUM/HUMN 321) A philosophical examination of major problems in ethics, including such questions as: what makes an act morally right or wrong; what is the relation of fact to value; what things are intrinsically valuable? Other topics include moral responsibility; the good life; and contemporary moral issues such as abortion, euthanasia, racial discrimination, pornography, and animal rights.

PHIL 3220 Philosophy of Science/3 sem. hrs. (HUM/HUMN 322) A study of the conceptual foundations of modern science. The course focuses on the philosophical analysis of scientific method and its basic concepts and assumptions.

PHIL 3330 History of Political Thought I/3 sem. hrs. (HIST/HUMN/LGST/POL 333) A study of the classic works of political philosophy from the ancients through the early modern period (e.g., Plato, Aristotle, Augustine, Aquinas, Machiavelli).

PHIL 3340 History of Political Thought II/3 sem. hrs. (HIST/HUMN/LGST/POL 334) A study of the classic works of political philosophy from the early modern period through the present (e.g. Hobbes, Locke, Rousseau, Mill, Marx).

PHIL 3660 Philosophy of Law/3 sem. hrs. (HUMN/LGST 366) A critical examination of basic analytic and normative questions pertaining to law. The course may include such topics as the nature of law, law and morality, legal responsibility, civil disobedience, and the justification of punishment.

PHIL 4900 Special Topics in Philosophy/3 sem. hrs. A careful and critical study of one or more of the outstanding works in philosophy and/or an in-depth study of one philosophical issue. This course may be repeated once for credit if content changes. Departmental approval required. **Prerequisite:** except for Career Studies students: PHIL 1300 or permission of instructor.

PHYSICAL SCIENCES (PHYS)

PHYS 1020 Concepts in Physical Science/3 sem. hrs. Interactions of the geosphere, hydrosphere and atmosphere are used as a means of exploring basic concepts in physical science. Emphasis is on scientific processes and skills with an equal mix of field experiences, readings, and class participation. **Prerequisite:** MATH 1030.

PHYS 1040 Environmental Studies/3 sem. hrs. Overview of environmental science that integrates social, economic, technical, and political issues. Problems of ecological disruptions, growth of human populations, land use, energy, water supply, food supplies, pesticides, and pollution are covered. Identical to BIOL 1040.

PHYS 1060 Introduction to Oceanography/3 sem. hrs. Examination of the physical, chemical, biological, and geological properties of the world ocean. The interdisciplinary approach will introduce concepts important in understanding the development and current status of oceanographic research for the nonscience major.

PHYS 2050 Physical Geology/Lab/4 sem. hrs. Study of the earth, its materials, surface, and interior features and processes of formation and change. Includes laboratory sessions.

PHYS 2150 Historical Geology/Lab/4 sem. hrs. Study of the earth's history through geologic time; its major geologic periods, formations, and evolution as evidenced through the fossil record. **Course Prerequisites:** BIOL 1500, BIOL 1510.

PHYS 2350 General Physics I/Lab/4 sem. hrs. First of a two-part series covering mechanics, thermodynamics, vibrations, and waves. Includes laboratory sessions. **Prerequisite:** MATH 1250.

PHYS 2360 General Physics II/Lab/4 sem. hrs. Second of a two-part series covering electricity and magnetism, optics, and modern physics. Includes laboratory sessions. **Prerequisites:** MATH 1250.

PHYS 2400 Physics I/Lab/4 sem. hrs. Basic principles of mechanics including vectors, force, equilibrium, displacement, velocity, acceleration, MASS, Newton's Laws, work energy, gravitation, momentum, rotational motion, and mechanics of systems of particles and rigid bodies. Includes laboratory sessions. **Prerequisite:** MATH 2200.

PHYS 2500 Physics II/Lab/4 sem. hrs. Electrostatics, electric currents, electric fields and electric potential, AC and DC circuits, magnetic fields, capacitance, inductance, and electromagnetic waves. **Prerequisites:** MATH 2200 and PHYS 2400.

PHYS 2910-2990 Special Topics/3 sem. hrs. Topics in physical science that are not included in regular course offerings and may be taken without prerequisites. Specific content announced in the course schedule for given term. Students may reenroll for Special Topics covering differing content.

PHYS 3010 Acoustics of Speech and Hearing/3 sem. hrs. Introduction to the physics of sound and phonetics as related to speech communication.

POLITICS AND PUBLIC AFFAIRS (POLS)

POLS 1010 American Government and Politics/3 sem. hrs. An introduction to the processes of the American national and local forms of government. Included are the nature and structure of government, its

characteristics and functions, and the intimate relation of government to other interests.

POLS 2010 Comparative Government/3 sem. hrs. This course will examine the elements of foreign systems of governance including constitutions, history, ideologies, institutions and political parties. Attention will be given to how legislation is enacted, how elections are conducted, and the relationship between the judicial, executive and legislative branches of government.

POLS 2900-3000 Special Topics in Political Science/3 sem. hrs. Advanced topics in politics and public affairs that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may re-enroll for Special Topics covering differing content.

PSYCHOLOGY (PSYC)

PSYC 1020 Introduction to Psychology/3 sem. hrs. (BES 1018, COR 111, PSYC 101, 111, 201) An introduction to theory, research, and applications in the field of psychology. Topics include biological bases of behavior, perception, motivation, learning and memory, psychological development, personality, social psychology, and the identification and treatment of mental illness.

PSYC 1410 Personal Career Development/3 sem. hrs. The process of career development applied to oneself: identifying vocational interests and aptitudes, obtaining information about occupations, gaining experience through practicums and cooperative education, and establishing career plans. Useful for students adjusting to the college role. Identical to EDUC 1410 and MGMT 1410.

PSYC 1640 Current Perspectives in Substance Abuse/3 sem. hrs. (PSYC 364) An overview of the major drugs of abuse in American society today. Includes health and legal issues related to substance abuse and resources available for the treatment of chemical dependency and other drug-related problems.

PSYC 2110 Human Sexuality/3 sem. hrs. (BES 350, PSYC 413) Anatomy/physiology of the human sexual system, human sexual response, the range of sexual behaviors, and sources of attitudes and beliefs about sexuality.

PSYC 2130 Family Relationship Skills/3 sem. hrs. (BES 305, SOC 231, 331) Contemporary patterns of marriage and family living. Approaches to effective living together in family units. Coverage of both adult and parent-child relationships. Emphasis on communication, supportiveness, and contingency management. Experiential learning included. Identical to SOCL 2130. **Prerequisite:** PSYC 1020 or SOCL 2020 or CORE 2450.

PSYC 2350 Life-Span Human Development/3 sem. hrs. This course is designed to provide the student with an understanding of systematic changes within the individual from conception through death. Unlike many

studies of development, the course is structured around issues of development rather than examination of development from a chronological perspective. This structure will allow the student to more completely grasp life-span issues. Family, social roles, lifestyles, psychological disorders, mental abilities, and death and dying will be examined. Students may not receive credit for this course if they have taken PSYC 2380.

PSYC 2360 Adolescent Psychology/3 sem. hrs. This course will provide an overview of the principles, theories, and research pertaining to the development of the adolescent. Topics include physical, emotional, social, intellectual, moral, and personality development, as well as the importance of the home, school, and community. Students may not receive credit for this course if they have taken PSYC 2380.

PSYC 2370 Early Childhood Growth and Development/3 sem. hrs. Students in this course will critically examine theories and research concerning the cognitive, social-emotional and physical development of the typical and atypical child from birth to age eight. Emphasis will be placed on the ability to observe and describe child behavior and to understand the principles and processes that govern growth and development in the early childhood years. Implications of knowledge of child development for parental behavior, professional practices, and social policy will also be considered. Students may not receive credit for this course if they have taken PSYC 2380.

PSYC 2380 Child and Adolescent Development/3 sem. hrs. Aspects of growth and development during childhood and adolescence: physiological, cognitive, personality, and social. Students may not receive credit for PSYC 2350, 2360 or 2370 if they take this course. **Prerequisite:** PSYC 1020.

PSYC 2390 Adulthood and Aging/3 sem. hrs. (PSYC 202, 339) Developmental experiences of maturity. Physiological and psychological aspects of aging. **Prerequisite:** PSYC 1020.

PSYC 2450 Forensic Psychology/3 sem. hrs. (PSY 298) This course covers the interaction of psychology and the legal system. Students will learn how psychologists help courts make decisions about the competency of people to stand trial, about insanity, about sentencing, about committing people to psychiatric treatment against their will, about competency to manage one's own affairs, and about awarding money for psychological harm. Students will also explore the role of psychologists in finding serial killers, dealing with hostage takers, and rehabilitating criminals.

PSYC 2460 Health Psychology/3 sem. hrs. This course covers stressors and health, health behavior promotion, and psychological treatment for cancer, heart disease, and other medical disorders.

PSYC 2470 Loss, Grief, and Bereavement/3 sem. hrs. This course addresses the issues of loss accompanying the death of a loved one and the handling of grief for people of all ages. Sensitizes students to their own feelings about death, describes the rites of passage, and identifies methods of resolution for grief. This course will

be beneficial to individuals in their own lives, as well as to those who will be involved in counseling.

PSYC 2480 Industrial Psychology/3 sem. hrs. Survey of Psychology as applied to work emphasizing a general knowledge of industrial/organizational psychology as well as its application to the solving of real world problems. Discussion of Personnel Decisions, Organizational Training, Organizations and Their Influence on Behavior. Job Satisfaction, Job Design and Organizational Development, Human Factors, and Environmental Stressors on Workers. Identical to MGMT 2480.

PSYC 2500 Psychology of Leadership/3 sem. hrs. This course covers the goals of leadership, the assessment of leader performance, leadership theories, leadership practices, principles of leadership in varying cultures and types of organizations, and situational and personality influences on leadership. Students will apply leadership principles in natural settings.

PSYC 2800 Introductory Practicum/1-6 sem. hrs. An introductory field experience to broaden the student's education. Placement in a research setting, community agency, or human resource department. Report required. Supervision on site and by the Academic Division. **Prerequisites:** PSYC 1020 and prior written approval by the division director.

PSYC 2910-2990 Special Topics/3 sem. hrs. Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may reenroll for Special Topics covering different content.

PSYC 3000 Psychological Research Methods/3 sem. hrs. (HSC 302, PSY 302) Research designs commonly used in psychology: observational, experimental, and quasi-experimental. Steps in doing research including use of the APA format for writing reports. **Prerequisites:** LANG 1120, MATH 3020 and PSYC 1020.

PSYC 3030 Experimental Psychology (Laboratory)/3 sem. hrs. Laboratory experience in various areas of experimental psychology. Covers experiments and reports on sensation and perception, motivation, learning and memory, and the measurement of ability and personality factors. **Prerequisite:** PSYC 1020.

PSYC 3070 Stress Management/3 sem. hrs. This course examines the process and complexities of stress management, its impact on the work place, and the overall quality of work life in an organization. Stressful events and conditions will be presented and analyzed from three perspectives: individual vulnerability to stressors, the environment in which that vulnerability is exposed to stressors, and the resulting behavioral symptoms. Identical to MGMT 4920 and MGMT 3070.

PSYC 3110 Interpersonal Communication/3 sem. hrs. Study of human communications, interpersonal relationships, and small group dynamics. Topics include verbal and nonverbal behavior, development of relationships and groups, and assertiveness and leadership. Experiential learning included.

PSYC 3160 Issues in Social Psychology/3 sem. hrs. Social determinants of individual behavior. Psychological issues of current social relevance such as attraction, propaganda and advertising, aggression and TV violence, prejudice, and conformity. **Prerequisite:** PSYC 1020 or CORE 1420.

PSYC 3210 Personality/3 sem. hrs. (PSYC 310) Survey of psychoanalytic, humanistic, cognitive, and behavioral theories of personality. Current issues and personality research. **Prerequisite:** PSYC 1020 or CORE 1420.

PSYC 3260 Abnormal Psychology/3 sem. hrs. (PSY 440) Diagnoses, causes, and prognoses for the various categories of psychological disorders. Case studies supplement and illustrate theory and research. **Prerequisite:** PSYC 1020.

PSYC 3300 Behavior Modification/3 sem. hrs. (PSY 441) Behavior modification techniques applied to diverse areas such as mild and severe behavior problems in children and adults, behavioral medicine, organizational behavior, sports psychology, and self-management. **Prerequisite:** PSYC 1020 or CORE 1420.

PSYC 3360 Psychology of Gender/3 sem. hrs. This course examines theories about, as well as the psychological and social factors related to, gendered-identities, roles and behaviors.

PSYC 3450 Introduction to Interviewing and Counseling Techniques/3 sem. hrs. (PSY 202, 346) General principles of effective interviewing. Skills and techniques for achieving various interview goals, with an emphasis on counseling interviews and the establishment of helping relationships.

PSYC 3500 Community Psychology/3 sem. hrs. Prevention, recognition, and mobilization of individual and community resources for helping solve psychological problems. The role of psychologically trained change agents in the human services field. **Prerequisite:** PSYC 1020.

PSYC 3510 Human Learning and Cognition/3 sem. hrs. (PSY 320, 451) Theories and research concerning human learning and cognition. Covers conditioning, verbal learning, memory, and problem solving. **Prerequisite:** PSYC 1020 or CORE 1420.

PSYC 3550 Substance Abuse and the Family/3 sem. hrs. Emphasis will be on family problems as well as changes in family functioning that accompany chemical dependency. The concept of substance abuse as a family illness and the roles within the family as they relate to both maintaining addiction and to affecting the recovery process will be explored. Family systems theory of counseling will be introduced. Domestic violence issues will also be covered. Identical to SOCL 3550.

PSYC 3560 Substance Abuse in Business and Industry/3 sem. hrs. Scope and cost of alcohol and other drug-related problems in business and industry today, and the role of managers and supervisors in dealing with these problems. The formulation of company policies regarding substance abuse, effective educational and intervention programs, and strategies for implementing these. Identical to MGMT 3560.

PSYC 3570 The Psychology and Physiology of Substance Abuse/3 sem. hrs. This course will provide a sound introduction to the pharmacology and physiology of licit and illicit drugs. Psychological effects of psychoactive substances will be explored. Signs and symptoms of substance abuse, diagnostic criteria for evaluating chemical dependency (including familiarization with the DSM-IV), and physical and psychiatric disorders related to substance abuse will be studied. Among the topics covered will be AIDS, an introduction to dual diagnosis, relapse, and relapse prevention.

PSYC 3580 Rehabilitation Strategies for Substance Abuse/3 sem. hrs. This course will focus on the various types of therapeutic approaches that may be successfully employed in the treatment of substance abuse problems and the types of facilities available. Treatment planning, clinical documentation and supervision, influences of managed care and other third party payers will be thoroughly examined. Special needs and approaches to rehabilitation for women, adolescents, and specific cultural groups will be addressed. Intervention strategies, including Information and Referral services, self-help groups, and Employee Assistance Programs will also be covered. Ethical and treatment issues related to managed care and the rehabilitation process will be discussed.

PSYC 3600 Criminal Justice and Addictions/3 sem. hrs. This course will focus on the interface between treatment providers and the criminal justice system. The student will learn how to work within the various levels of the court system (juvenile, appellate, superior), as well as diversionary programs, such as drug court. Involuntary commitment procedures, state regulations, and federal requirements will be explored in detail. In addition, the social impact and historical influences of drugs on society will be examined.

PSYC 3620 Drug Prevention and Education/3 sem. hrs. The classification and identification of drugs as well as behavioral criteria for recognizing alcohol and drug abuse are reviewed. Specific attention is paid to prevention, intervention and education strategies within the family, school and the community. Methods for designing, implementing, and evaluating effective prevention programs among various cultures is examined. This course is designed to be of immediate practical use to counselors, teachers, and other professionals interested in effective drug prevention and education.

PSYC 3630 Ethical and Professional Development for Substance Abuse Counselors/3 sem. hrs. This course examines personal and professional ethics issues faced by counselors today. Conflicts among personal, legal and professional demands will be explored in depth. Students will learn to recognize agents of change and resistance through personal experience in the classroom. This course will also focus on how the mental health professional becomes upwardly mobile within the field. Personal marketing strategies, in the context of ethical considerations, will be discussed.

PSYC 3710 History and Theories of Psychology/3 sem. hrs. (PSYC 471) Exploration of the historical roots

of psychology, and the bases and growth of psychology as a science. Examines the major historical and contemporary theories of psychology, with an emphasis on enduring issues. **Prerequisite:** PSYC 1020.

PSYC 3760 Multicultural Issues in Psychology/3 sem. hrs. Issues relevant to the field of psychology. Examinations of different cultural groups and their values as they pertain to the individual, the family, time, proxemics (personal and interpersonal space), communication styles, and the body language. Different cultural world views will be explored as they pertain to locus of control, conception of mental illness, and attitude toward seeking psychological help.

PSYC 3800 Current Psychotherapies/3 sem. hrs. (PSY 496) This course is designed for the advanced undergraduate student. It is also intended for those in the field who desire a refresher course in counseling theory and practice. It is a comprehensive introduction into the most popular counseling theories and techniques presently in use. The needs of special populations, including substance abuse clients, adolescents, and clients from other cultures are examined. Format for this course includes lecture and discussion sessions, role playing, and audio/video tape critique sessions.

PSYC 3910 Intermediate Special Topics/1-3 sem. hrs. Topics in psychology that are not included in regular course offerings and may be taken without prerequisites. Specific content is announced in the course schedule for a given term. Students may reenroll for Special Topics covering different content.

PSYC 4050 Psychological Tests and Measurements/3 sem. hrs. (PSY 340, 406) Theory and use of psychological tests of ability and personality. Covers the selection, administration, scoring, and interpretation of psychological tests. **Prerequisites:** MATH 3020, PSYC 1020.

PSYC 4100 Principles of Individual Counseling/3 sem. hrs. This course covers the essential elements of individual counseling, with a specific focus upon substance abuse problems. Includes techniques for establishing rapport, overcoming client resistance, clarifying issues, problem solving, developing insights, and strengthening support systems. Experiential learning included.

PSYC 4150 Principles of Group Counseling/3 sem. hrs. This course covers the essential elements of group counseling, with a specific focus upon substance abuse problems. Includes group leadership styles, facilitation skills, group dynamics, the stages of group development, and techniques for dealing with specific problems that often occur in a group setting. Emphasis on experiential learning.

PSYC 4600 Biological Bases of Behavior/3 sem. hrs. (PSY/BIO 461) Genetic, neural, and endocrine bases of behavior. Neuroanatomy and chemical and electrical events in the nervous system. Sensory processes, motivation, emotion, and arousal. **Prerequisites:** BIOL 1020 or 1050, PSYC 1020. Identical to BIOL 4600.

PSYC 4800 Practicum in Psychological Research/3 sem. hrs. Experience in doing research under the supervision of the Academic Division. Reading the relevant research literature, running subjects, analyzing data, and writing an APA format report. **Prerequisites:** PSYC 3000 and prior written approval by the division director.

PSYC 4810 Practicum in Community Psychology/3 sem. hrs. Experience in applying psychological principles in a human services agency. Supervision on-site; weekly team meetings at the university. Written reports required. **Prerequisites:** PSYC 3110; one of the following: PSYC 3300, 3450, 3800; and prior written approval by the course instructor.

PSYC 4830 Practicum in Substance Abuse Treatment/3 sem. hrs. Experience in the application of knowledge concerning substance abuse treatment. Through placement in a treatment setting, students will gain practical experience in the substance abuse field. **Prerequisite:** completion of at least two courses within the substance abuse studies specialty and written consent of division director.

PSYC 4840 Advanced Practicum in Psychology/3-6 sem. hrs. Students will gain experience in a specialty area of psychology by working with teams of faculty members and graduate students. They will be able to observe and participate in both research and applied clinical work. To enroll in this practicum, students need junior or senior standing and written approval of the director of undergraduate Behavioral Sciences and approval of the director of any graduate program where the student may be placed. **Prerequisite:** PSYC 3000.

PSYC 4880 Senior Seminar in Psychology/3 sem. hrs. Students will have the opportunity to integrate information from a variety of specialties in psychology. Each seminar will have a focal theme that will allow students to gain new perspectives as well as apply knowledge from prior courses and experiences. To enroll in this course, students must have senior standing.

PSYC 4910-4980 Advanced Special Topics/3 sem. hrs. Advanced topics in psychology that are not included in regular course offerings. Specific content and possible prerequisites are announced in the course schedule for a given term. Students may reenroll for Special Topics covering different content.

PSYC 4990 Independent Study in Psychology/1-12 sem. hrs. The student selects, and carries out independently, library and/or empirical research. Faculty supervision is provided on an individual basis. **Prerequisite:** PSYC 3000 and written consent of instructor and division director.

COLLEGE READING (READ)

READ 1000 College Reading/3 sem. hrs. Develops literal and critical reading strategies that an active reader needs in order to master college course work. Students will focus on vocabulary knowledge and improving literal, analytical, inferential, and critical reading skills.

SECONDARY EDUCATION (SECE)

SECE 3110 Teaching Social Studies in Middle and Secondary School/3 sem. hrs. Content and methods for teaching social studies in the secondary grades. Program development, appropriate activities, and evaluation techniques will be discussed. Development of teaching skills and analysis of materials, methods, and programs for teaching social studies in the secondary schools. Reading skills necessary for the use of appropriate materials in this content area will be identified.

SECE 3120 Teaching Science in Middle and Secondary School/3 sem. hrs. Content and methods for teaching science in the secondary school: "hands-on" approaches, resources, material, and ideas drawn from the students' experiences will all be discussed. Development of teaching skills and analysis of materials, methods, and programs for teaching science in the secondary school. Reading skills necessary for the use of appropriate materials in this content area will be identified.

SECE 3130 Teaching Music in Middle and Secondary School/3 sem. hrs. Study of the fundamentals of music, contents of a music program, and special methods of teaching and using music in the secondary school curriculum. Development of teaching skills and analysis of materials, methods, and programs for teaching music in the secondary schools. Reading skills necessary for the use of appropriate materials in this content area will be identified.

SECE 3140 Teaching Art in Middle and Secondary School/3 sem. hrs. Contents and methods of teaching art in the secondary school. Problems in the selection of materials and the evaluation of activities as well as ideas and art projects will be included. Development of teaching skills and analysis of materials, methods, and programs for teaching art in secondary schools. Reading skills necessary for the use of appropriate materials in this content area will be identified.

SECE 3150 Health and Physical Education in Middle and Secondary School/3 sem. hrs. Curriculum, content, and methods in effective health education in the secondary school. Methods and materials for physical education. Development of teaching skills and analysis of materials and methods in programs for teaching health and physical education in the secondary schools.

SECE 3160 Teaching Mathematics in Middle and Secondary School/3 sem. hrs. Content, materials, and methods for teaching mathematics in the secondary school. Development of teaching skills and analysis of materials, methods, and programs for teaching mathematics in the secondary school. Reading skills necessary for the use of appropriate materials in this content area will be identified.

SECE 3200 Teaching Foreign Language in Middle and Secondary School/3 sem. hrs. Content and methods of teaching foreign language in the secondary school. Language development and expression. Analysis of materials, methods, and programs for

teaching foreign language in the secondary school. Reading skills necessary for the use of appropriate materials in this content area will be identified.

SECE 3220 Teaching Business in Middle and Secondary School/3 sem. hrs. Teaching business subjects in the secondary school. Methods and materials, program development, evaluation techniques, resources, and teaching principles will all be discussed. Reading skills necessary for the use of appropriate materials in this content area will be identified.

SECE 3230 Teaching English in Middle and Secondary School/3 sem. hrs. Content and methods of teaching English in the secondary school. Language development and expression. Development of teaching skills and analysis of materials, methods, and programs for teaching English in the secondary school. Reading skills necessary for the use of appropriate materials in this content area will be identified.

SERVICE LEARNING (SERV)

SERV 2900-4999 Service-Learning Credit/1 sem. hr. Each semester faculty members offer a number of one-credit courses, combining classroom instruction with community service. Specific offerings are listed in the course schedule. Depending on the project, the course may be applied toward the student's specialty. May be repeated. Instructor's approval required for registration.

SERV 3980 Service-Learning and the Professions/2 sem. hrs. Students will engage in service experiences within their future professional area and relate their experiences to current moral and social issues within professional literature and practice. Students will meet on alternative weeks and engage in required online discussions of their service and required readings. SCORE students will develop proposals for service projects. All students will examine the relationships among civic activism and social, community and professional change, development and responsibility.

SOCIOLOGY (SOCL)

SOCL 1130 Family Systems/3 sem. hrs. Students in this course will be introduced to family systems theory and will be provided with a basic understanding of the field of family therapy as it applies to systems consultations with families and schools. A resource based approach to working with children and parents which highlights family strengths and attends to larger systems issues will be stressed.

SOCL 2020 Introduction to Sociology/3 sem. hrs. The nature and needs of man and society, groups and institutions, social processes, and social change. Special emphasis will be placed on American culture and the impact of technology on modern man.

SOCL 2130 Family Relationships/3 sem. hrs. Contemporary patterns of marriage and family living. Approaches to effective living together in family units. Covers both adult and parent-child relationships.

Emphasis on communication, supportiveness, contingency management. Experiential learning included. Identical to PSYC 2130. **Prerequisite:** SOCL 2020, or PSYC 1020 or CORE 2450.

SOCL 2500 Global Diversities: Issues and Perspectives/3 sem. hrs. The course examines some of the increasingly complex and diverse issues confronting humanity. It looks at the broad, historical forces that are at work shaping the world of the 21st century and presents and analyzes a wide variety of ideologies and theories. Students are encouraged to view global issues from an international perspective, rather than from a purely American or Western point of view. They examine the great diversity of opinion that people hold on important global issues, such as population, natural resources, development, conflict and cooperation, and human rights and values. Formerly HIS 250.

SOCL 2510 Social Problems/3 sem. hrs. Focuses upon a number of contemporary social problems, analyzing causative factors and exploring alternative solutions. Examines the role of community services agencies in the amelioration of some of these problems. **Prerequisite is SOCL 2020 or CORE 2450.**

SOCL 3020 Community Services Systems/3 sem. hrs. (HCS 302) An overview of community service institutions to assist the health care professional in meeting patients' needs. Discussion of professional issues related to community services. Offered only in HCS.

SOCL 3030 Transcultural Issues in Health Care/3 sem. hrs. (HCS 303) Concepts of the social sciences as they relate to the work of the health professional. Identification of economic, social, cultural, and environmental factors that affect health care. Offered only in HCS.

SOCL 3110 Gender, Sexuality and the Family/3 sem. hrs. This course considers the socialization into masculine and feminine identities, sexual and reproductive choices, and examines the cultural context in which values about sexuality and gendered roles within the family are formed.

SOCL 3240 Women in the Workforce/3 sem. hrs. This course will examine the concept of work and the historical and current role of women in the labor force from a comparative perspective, with special emphasis on the American experience. The objective of the course will be to provide a framework and methodology for understanding the role that gender has played in structuring both the work force and the work place through an analysis of some of the current key issues.

SOCL 3300 Gender at Work/3 sem. hrs. This course examines topics in the gay and lesbian cultures from theoretical, historical and political perspectives. Topics might include an examination of the essentialist versus constructionist debates and their respective implications, sex policing and political resistance, and the politics of AIDS.

SOCL 3550 Substance Abuse and the Family/3 sem. hrs. Emphasis will be on family problems as well as changes in family functioning that accompany chemical dependency. The concept of substance abuse as a family illness and the roles within the family as they relate to both maintaining addiction and to affecting the recovery process will be explored. Family systems theory of counseling will be introduced. Domestic violence issues will also be introduced. Domestic violence issues will also be covered. Cross listed with PSYC 3550.

SOCL 4000 Lesbian and Gay Cultures/3 sem. hrs. This course examines topics in the gay and lesbian cultures from theoretical, historical and political perspectives. Topics might include an examination of the essentialist versus constructionist debates and their respective implications, sex policing and political resistance, and the politics of AIDS.

SPORTS AND WELLNESS (SPWS)

SPWS 1200 Sports and Wellness Management/3 sem. hrs. This course is a study of the responsibilities involved in the administration of sports and wellness programs. The course will examine the fundamental components of sports and wellness management: personnel issues, event and facility management, marketing, promotions, fund raising, budgeting, ethics, sports law and public relations.

SPWS 2200 Historical Perspectives in Sports and Wellness/3 sem. hrs. Sport is an immense and lucrative business enterprise. Our culture is permeated with an extremely large number of sporting activities, events and associations. Understanding the sport enterprise requires a knowledge of how sport developed within society. Students will examine the early assumptions about sport and wellness and how they were transformed by the social, economic and philosophical changes taking place in society.

SPWS 3100 Legal Aspects of Sport and Wellness/3 sem. hrs. A review of the legal considerations, responsibilities and liabilities of institutions and their personnel as related to sports and wellness. Includes an in-depth examination of sport and event management, personnel relations, and governmental regulation that impacts sport and wellness.

SPWS 3300 Facility and Event Management/3 sem. hrs. A study of guidelines and principles of managing events and facilities. Concepts in involving event logistics, critical planning techniques, negotiations and funding will be closely examined and discussed.

SPWS 3400 Financing and Fundraising in Sport Management/3 sem. hrs. This course reviews the basic concepts of financial management as it pertains to specific plans, ideas and concepts for sport fundraising activities. Specific fundraising techniques and tactics will be studied. Public relations, promotion and publicity will also be examined.

SPWS 4200 Sport and Wellness in our Social Institutions/3 sem. hrs. This course is the study of sport in our social institutions from a social perspective. The place of sport in community-based programs, our

commercial culture and our educational system will be emphasized. Arguments for and against the inclusion of sports in our social institutions will be made. Special emphasis will be on sport and social mobility.

SPWS 4300 Sport, Wellness and Diversity/3 sem. hrs. The study of sport from the perspective of diversity as manifested in race, gender, religion, nationalism and philosophy. These factors will be related to the growth, development and current status of the sport experience.

SPWS 4400 Sport and Wellness Administration/3 sem. hrs. Sport and wellness administration focuses on the specific details involved in administering sport and wellness programs. Areas such as insurance, ticketing, personnel evaluation and others will be discussed. Specific logistical problems will be examined in depth.

SPWS 4500 Sport Marketing/3 sem. hrs. A study of public attitudes as it relates to the marketing of sport. Demographics, market research instruments and public relations will be examined. An integrated approach to marketing that explores the various media outlets will be utilized.

SPWS 4800 Practicum/Field Experience I/3 sem. hrs. This course provides the student with the opportunity to link theory and practice. Participating students perform under supervision various activities assigned by a practicing sport manager. Approval of assignment is required.

SPWS 4900 Practicum/Field Experience II/3 sem. hrs. This course provides the student with the opportunity to link theory and practice. Participating students perform under supervision various activities assigned by a practicing sport manager. Approval of assignment is required. **Prerequisite: SPWS 4800.**

INFORMATION TECHNOLOGY (TECH)

TECH 1110 Technology in the Information Age/3 sem. hrs. (COM 105, 1058, COR 134, CS 111, CAP 111) Introduction to technology for the computer user in the information age. Principles of computer operation, word processing, spreadsheets, data base and telecommunications are covered. The impact of technology on society and related cultural issues will be addressed as a major theme during the course with selected use of on-line communication, uploading, downloading, and electronic research. The focus is hands-on experience with microcomputers, the Internet, and specialized software.

TECH 2130 Business Applications of Microcomputers/3 sem. hrs. (CS 113, CAP 113, CAP 213) Theory and applications of programs for microcomputers that are useful in the business environment. Accounting, database management, and information system management programs will be included. Computer laboratory course. **Prerequisites: ACCT 2050, TECH 1110.** Identical to BUSS 2130.

TECH 2150 Introduction to Internet Resources/3 sem. hrs. (CAP 215) Introduction to accessing resources on the Internet. History and overview of the Internet, and standard Internet protocols, i.e., TCP/IP.

Effective use of Internet search tools for research. Both text-based and graphical browsers will be covered. Overview of LYNX, and introduction to the Hypertext Markup Language (HTML), creating HTML documents and personal 'Home Pages.' Emphasis is on extensive use of Internet tools for accessing resources for all academic disciplines. **Prerequisite: TECH 1110 or permission of department.**

TECH 3520 Emerging Technology in Education/3 sem. hrs. Students examine and evaluate state of the art technology tools and developments that have the potential to enhance the curriculum and aid in administrative tasks. This includes tools and techniques to remain current in technology as it develops. Proficiency in using the World Wide Web as an educational tool is stressed. Students research and explore practical solutions to existing and developing educational problems by utilizing technology. **Prerequisite: EDUC 3510.**

TECH 3530 Multimedia Technology for Educators/3 sem. hrs. Students learn theories and Interactive Techniques to use Presentation Graphics, Multimedia, and Hypermedia programs as teachers to create presentations and/or lessons to enhance the curriculum in the various content areas. They learn how to utilize appropriate packages to teach their students how to create their own portfolios and/or presentations to enhance creativity and meet the expanding needs of the students in the 21st century. **Prerequisite: EDUC 3510.**

TECH 4050 Business Data Communication/3 sem. hrs. Introduction to basic business data communications for managers. Protocols, services, interfaces and platforms for the transmission of data across local and wide area networks will be discussed. Emphasis will be on managerial decisions regarding topology, equipment, network design and software development. A "project management" approach will be utilized. Topics will include synchronous and asynchronous communication, bridges, routers, ISDN, ATM, and the OSI model. **Prerequisite: TECH 1110.**

TECH 4510 Utilizing Technology to Develop Curriculum/3 sem. hrs. Students explore the most current methodologies to utilize state of the art technology as tools within the curriculum to meet specific educational objectives in the content areas as well as enhancing delivery. In this hands-on class the students examine and analyze the issues and consequences of the explosion of information and how to implement it in thematic units to strengthen the delivery of the curriculum. The aspects of human-computer interface is examined with emphasis on redesigning text-based instruction to increase effectiveness through use of technology when it is appropriate. **Prerequisites: TECH 3520.**

ESOL (TPEP)

(For teacher education students only)

TPEP 4900 Survey of Teaching English to Speakers of Other Languages - Seminar/3 sem. hrs. An overview of the required components for the E.S.O.L. Add-On Endorsement, including the Florida Performance Standards and Program Design Matrices which are used to verify the attainment of specified competencies. An elective offered for school district personnel who need to meet specific district requirements.

TPEP 4901 Methods of Teaching ESOL/3 sem. hrs. This course will assist participants in identifying and selecting instructional strategies, approaches, and materials for the development of listening, speaking, reading and writing skills in ESOL classrooms. Knowledge of these elements will be demonstrated by development and presentation of lesson plans appropriately based on age, language proficiency, cultural background and learning styles.

TPEP 4902 ESOL Curriculum and Materials Development/3 sem. hrs. Participants will learn how to design various models of appropriate ESOL curricula for K-12, to evaluate instructional materials, to select appropriate ESOL content according to levels of proficiency in the language arts and to select and use effective instructional technologies/materials, including computers, VCRs, audio cassettes, etc.

TPEP 4903 Cross-cultural Studies/3 sem. hrs. This course will enable students to expand their knowledge of a multiplicity of cultural groups nationwide. This knowledge will allow them to identify culture-specific verbal and nonverbal communications and school behaviors resulting from cultural variations and their influence on student behavior/attitudes. The use of recent research findings and cross-cultural awareness will assist participants in maximizing student learning and in designing culturally-sensitive instructional materials while exhibiting appropriate teacher behaviors in cross-cultural school settings.

TPEP 4904 Linguistics for ESOL Educators/3 sem. hrs. This course deals with the basic systematic and subsystemic organization of language, including phonology, morphology, syntax, and possible linguistic interferences in these areas for PEP students from diverse backgrounds. Students will learn how to compare language acquisition of different age groups, to identify principles of contrastive and error analysis, and to identify exceptionalities characteristic of PEP students with special needs.

TPEP 4905 Testing and Evaluation in ESOL/3 sem. hrs. Participants will learn to identify suitable ESOL assessment instruments and placement tests for ESOL students. Students will be required to identify available tests and construct necessary ESOL test items in the cultural and language arts areas. The design and interpretation of appropriate testing--proficiency and achievement measures--as well as the interpretation of such assessment, will be stressed. Necessary record keeping of these documents will be discussed. **Prerequisites:** TPEP 4910, TPEP 4902, TPEP 4903, TPEP 4904, ESOL 4901, ESOL 4902, ESOL 4903, ESOL 4904.

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