

# **High School Credits**

## **Northwest Iowa Community College**

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## HIGH SCHOOL CREDITS

### CREDITS

High school credits can be obtained at Northwest Iowa Community College for:

- a. transfer to the local school or
- b. application toward an NCC Adult High School Diploma

These credits can be earned at NCC through the Alternative High School or the Learning Center.

The Alternative High School is intended for individuals not in regular attendance at their local high school. It is a cooperative program between the local community school districts and NCC. Admission to the Alternative High School is limited to individuals who are referred by their local school district.

The Learning Center is meant to provide additional or make-up classes for students who are full-time students attending their regular high school. For anyone under 18 years of age or whose original class has not graduated, admission to the high school credit program requires written permission of the local community school and parent/guardian. Adults not of high school age may also earn credits through the Learning Center.

### NCC ADULT HIGH SCHOOL DIPLOMA

Those individuals wishing to earn an NCC Adult High School Diploma must meet the following academic requirements:

- 8 semester credits English
- 6 semester credits Math
- 6 semester credits Science
- 2 semester credits U.S. History
- 1 semester credit American Government
- 3 semester credits Social Science electives
- 10 semester credits approved electives
- 36 credits total

The Adult High School Diploma cannot be issued until the student is 18 years of age and his/her original class has graduated.

### GRADING SCALE

The grading scale is as follows:

- |           |   |
|-----------|---|
| 94 - 100% | A |
| 86 - 93%  | B |
| 78 - 85%  | C |
| 70 - 77%  | D |

## HIGH SCHOOL CREDIT COURSES

### Math

MA 100-101	Basic Math
MA 102-103	Consumer Math
MA 110-111	Pre-Algebra (e)
MA 112-113	Algebra I
MA 114-115	General Math
MA 120-121	Geometry (e+)
MA 130-131	Algebra II
MA 132-133	Business Math

### English

EN 211	English 2200
EN 216-217	Intro to Literature
EN 218-219	Reading Improvement
EN 221	English 2600
EN 222-225	Independent Reading
EN 226-227	Intermediate Literature
EN 230	Intro to Communications & Speech (e)
EN 231	English 3200
EN 238-239	American Writers
EN 240	Basic Composition
EN 241	Composition
EN 242	Writing through Computer Applications
EN 246-247	British Literature (e)

### Social Sciences

SS 310	U.S. Geography
SS 312	Intro to Social Sciences
SS 320-321	World History
SS322-323	World Geography
SS330-331	American History
SS 332*	Integrated American Studies
SS 340	Government (e+)
SS 341	Economics
SS 343	Psychology
SS 345	Sociology
SS 347-348	Street Law

### Sciences

SC 401-402#	Health
SC 410-411	General Science
SC 412-413	Physical Science (e+)
SC 414-415	Earth Science (e+)
SC 420-421	Biology
SC430-432	Environmental Science (e)
SC 440-441	Chemistry (e)

### Business

BU 511	Computer Applications (e)
BU 520-521	Intro to Business
BU 540#	Personal Finance

### Family & Consumer Sciences

CS 640*#	Life Experiences
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CS 641*#	Life Experiences II
CS 642*	Community Service
CS 643-644#	Teen Parenting
CS 645#	Child Development
CS 646-647	Family Living
CS 648#	Life Skills
CS 649#	Teen Dads
CS 650	Nutrition & Wellness

### Fine Arts

FA 710	Intro to Art (e)
FA 720	Art History

### Careers

CA 012-013	World of Work
CA 014*	Work Experience Credit
CA 840	Nurse Aide
CA 841	Medication Aide
CA 842-843	EMT

### Technologies

TE 910	Welding
TE 920	Intro to Auto Body

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## MATHEMATICS

<u>NAME OF COURSE</u>	<u>NO. OF CREDITS</u>	<u>TEXT, AUTHOR AND NAME OF PUBLISHER</u>	<u>NO. OF VOLUMES</u>	<u>DESCRIPTION OF COURSE</u>
MA100 Basic and Mathematics MA101	2	<u>Basic Mathematics</u> Steve Slavin & Ginny Crisonino 2 <sup>nd</sup> Ed. $\pi r^2$ Publishing Co. 2006	Ch 1-4	First semester topics include whole numbers, exponents, square roots, fractions, arithmetic properties, and order of operations.
			Ch 5-9	Second semester topics include decimals, ratio, proportion, percents, integers, and geometry.
MA102 Consumer and Mathematics MA103	2	<u>Consumer Mathematics:</u> Kathleen M. Harmeyer, M.S. AGS Publishing, 2003	Ch 1-6	The first semester topics include earning money, buying food and clothing, managing a household, and buying and maintaining a car.
			Ch 7-12	The second semester topics include improving your home, traveling, budgeting, banking, investing, paying taxes, and preparing for a career.
MA110 Pre-Algebra (e) and MA111	2	Edgenuity (e2020)		Using online interactive instruction, this course encourages students to apply previously learned skills to more advanced problems in an effort to gain mastery of algebraic concepts.
			Units 1-6	First semester covers variables, expressions, equations, number theory, rational numbers, ratio proportion, percent, equations and inequalities.
			Units 7-14	Second semester covers functions, graphing, spatial thinking, area, volume, right triangles in algebra, statistics, probability, sequences, polynomials and nonlinear functions.

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## MATHEMATICS (continued)

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MA112 Algebra I and MA113	2	<u>Beginning Algebra</u> John Tobey & Jeffrey Slater 4 <sup>th</sup> Ed. Prentice Hall, 1998	Ch 0-5	The first semester begins with a review of arithmetic skills followed by chapters on real numbers and variables, equations and inequalities, solving applied problems, exponents and polynomials, and factoring.
			Ch 6-10 Trigonometry	The second semester covers rational expressions and equations, graphing and functions, systems of equations, radicals, quadratic equations, and trigonometry.
MA114 General Math and MA115	2	<u>High School Mathematics</u> Debra R. Clithero et. al. Globe Book Company, 1989	Ch 1-8	First semester topics are whole numbers, decimals, fractions, metrics, and the customary measurement system.
			Ch 9-17	Second semester topics are graphs, statistics, ratio, proportion, percent, probability, geometry, and pre-algebra.
MA120 Geometry and MA121	2	<u>Geometry Concepts and Applications</u> Cummins, Kanold, et.al. Glencoe McGraw Hill 2001	Ch 1-8	First semester topics are reasoning in geometry, segment measure, coordinate graphs, angles, parallel lines, triangles, congruence, quadrilaterals.
			Ch 9-16	Second semester topics include similarity, proportions, polygons, circles, area, volume, right triangle trigonometry, proofs, transformations.

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MA120 Geometry (e) and MA121	2	Edgenuity (e2020)		Offering a hands-on approach to instruction, this interactive course is designed to introduce the basics of geometry through engaging lectures and informative lesson plans. Students will be challenged to apply previously learned knowledge to higher-level ideas such as reasoning and proof, geometric relationships, and logic. This informative two-semester course covers fundamentals of shapes, surface area and volume of shapes, and transformations, as well as learning strategies that include writing, analyzing, and using proofs. Students will gain valuable, tangential knowledge of more complex concepts such as trigonometry.
			Units 1-2	First semester covers geometric structure and patterns, and congruence and similarity.
			Units 3-5	Second semester topics include trigonometry, geometry and shapes, and dimensions and algebraic connections.
MA130 Algebra II and MA131	2	<u>Intermediate Algebra</u> John Tobey & Jeffrey Slater 5 <sup>th</sup> Edition Prentice Hall, 2006	Ch 1-6	The course begins with a review of Algebra I followed by linear equations & inequalities, linear inequalities in 2 variables, polynomials, and rational expressions & equations
			Ch 7-11	The second semester covers rational exponents & radicals, quadratic equations & inequalities, conic sections, logarithmic & exponential functions.
MA132 Business Math and MA133	2	<u>Business Math</u> Schultheis and Kaczmarek Thompson/Southwestern 2006 16 <sup>th</sup> Edition	Ch1-7	First semester topics include gross & net pay, banking services, loans & credit cards, owning a home or car, and insurance.
			Ch 8-14	Second semester covers business statistics, business technologies, inventories, depreciation, discounts, income statements, & international business.

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## ENGLISH

<u>NAME OF COURSE</u>	<u>NO. OF CREDITS</u>	<u>TEXT, AUTHOR AND NAME OF PUBLISHER</u>	<u>NO. OF VOLUMES</u>	<u>DESCRIPTION OF COURSE</u>
EN211 English 2200	1	<u>English 2200</u> Joseph C. Blumenthal Harcourt, Brace & Jovanovich 1994	1	This course covers grammar and its usage, the development of effective sentences, and spelling and punctuation.
EN216 Intro to and Literature EN217	2	<u>Globe Literature, Purple Level</u> Robert R. Potter Globe Book Company, 1990		This freshman level course presents both classic and contemporary literature. It is designed to help the student analyze, appreciate, and enjoy literature and puts particular emphasis on literary skills and vocabulary. Each unit is organized around a theme and focuses on a particular genre.
			Units 1,2,3	Themes included in the first semester are Looking at Love, The Unknown, and Suspense with focuses on poetry, fiction, and drama.
			Units 4,5,6	The second semester focuses on nonfiction, fiction and poetry and includes the themes Discoveries, Heroes, and Generations.
EN218 Reading and Improvement EN219	2	<u>Be A Better Reader Level E</u> <u>Be A Better Reader Level F</u> Nila Banton Smith, 7 <sup>th</sup> Ed. Globe Fearon Educational Publishers	2 Level E	This course is designed to help improve reading skills by teaching the comprehension and study skills needed to read, understand, and enjoy all types of material from library books to textbooks. Each level has six units. Each unit has lessons dealing with literature, social studies, science, and mathematics selections plus one or more lessons focusing on comprehension and study skills and one lesson on a practical life skill.
			Level F	The second semester focuses on reading various forms, maps, and mathematical concepts.
EN221 English 2600	1	<u>English 2600</u> Joseph C. Blumenthal Harcourt, Brace & Jovanovich 1994	1	This course in grammar and its usage builds on English 2200 and the development of effective sentences using phrases and clauses.

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EN222, EN223, EN224, EN225 Independent Reading	4	Selection of Novels		This course encourages students to read, analyze, and enjoy literature in novel form and can be taken four times using different books each time. Students choose novels from a list that is organized according to literature themes and must read enough books to total at least 5 points, with books assigned different point values as indicated on the book list.
EN226 and EN227 Intermediate Literature	2	<u>Globe Literature, Green Level</u> Robert R. Potter/Roger B. Goodman Globe Book Company, 1990		This sophomore level course presents both classic and contemporary literature. It is designed to help the student analyze, appreciate, and enjoy literature. Vocabulary and literary skills are emphasized throughout the course. Each unit is organized around a theme and focuses on a particular genre.
			Units 1,2,3	Themes in the first semester are Priorities, The Unexpected, and Insights with focuses on fiction and poetry.
			Units 4,5,6	Second semester focuses on nonfiction, poetry, and drama and includes the themes Conflicts, Reality, and Relationships.
EN230 Introduction to Communications and Speech (e)	1	Edgenuity (e2020)		This one-semester course covers communications in the first quarter of the course and speech in the second quarter. Verbal and nonverbal messages are thoroughly examined. The communications part of the course concludes with units on interpersonal, group, and organizational communication. The speech section of the course starts with an introduction to public speaking and then goes on to take the student step-by-step through speech writing covering a variety of topics: choosing a topic, purpose and thesis; researching and supporting materials; and methods for writing and delivering a speech.

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EN231 English 3200	1	<u>English 3200</u> Blumenthal Harcourt, Brace & Jovanovich 1994	1	This course deals with devices of sentence construction and types of subordination. It covers placing of modifiers, dangling construction, parallelism, the reference of pronouns, and other grammatical concepts.
EN238 American and Writers EN239	2	<u>Explore: A Course in Literature</u> Molly Harrington Dugan American Guidance Service Inc 1991	Units 1-4  Units 5-7	First semester covers colonial times through 1900. Genres include poetry, short stories, speeches, and essays.  Second semester starts with literature from 1900 through 1990. The same genres that were covered in the first semester are covered in the second semester.
EN240 Basic English Composition	1	<u>Basic English Composition</u> Bonnie L. Walker American Guidance Services, Inc. 2003	13 chapters	This course is designed to help students develop practical writing skills. Students learn sentence construction, spelling, paragraph development, and the use of sentences and paragraphs in everyday writing. Students will write messages, memorandums, letters, and a multiple-source report complete with bibliography.
EN241 Composition	1	<u>Writers Inc.</u> Sebranek/Meyer/Kemper 3 <sup>rd</sup> Ed. Write Source Educational Publishing House, 1989	1 (and packet)	This course focuses on the construction of the different types of paragraphs, the development of the 5-paragraph essay and the composition of an 8-10 page research paper. In addition, mechanics, usage, and grammar are reviewed through daily work activities.
EN242 Writing Through Computer Applications	1	<u>Learning English Skills through Word Processing</u> Michael Frew DDC Publishing, 1999	1	This course teaches fundamental English skills including grammar, punctuation, usage, mechanics, and style. These will be utilized while learning basic word processing skills. The writing component will include writing a cover letter, resume, application, and memo.

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EN246 British and Literature EN247	2	<u>Globe Literature, Gold Level</u> Robert R. Potter/Ruth D. McCubbrey Globe Book Company, 1990		This course is designed to help the student analyze, appreciate, and enjoy literature. It is organized chronologically, with sections that cover a time period. Each section includes plays, poems, short stories, and nonfiction.
			Units 1-3	The first semester covers early voices in English literature, writers of the English Renaissance, and the rise of the Romantics.
			Units 4-6	The second semester covers selections of the Victorian era, the modern view, and the contemporary perspective.
EN246 British and Literature (e) EN247	2	Edgenuity (e2020)		Covering an interesting and expansive time period, This course offers fascinating insight into British literary traditions spanning from Anglo-Saxon writing to the modern period. With interactive introductions and historical contexts, this two-semester course connects philosophical, political, religious, ethical, and social authors, including Chaucer, William Shakespeare, Queen Elizabeth I, Elizabeth Barrett Browning, and Virginia Woolf. Adding an extra dimension to the British literary experience, this course also exposes students to world literature, including works from India, Europe, China, and Spain.
			Units 1-5	First semester covers Anglo-Saxon and Old English period, the Medieval period, the Renaissance, Drama: William Shakespeare, and the 17 <sup>th</sup> and 18 <sup>th</sup> centuries.
			Units 6-11	Second semester covers British literature: Romantic, Victorian, and Modern periods, world literature, and a variety of literature.

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## SOCIAL SCIENCES

<u>NAME OF COURSE</u>	<u>NO. OF CREDITS</u>	<u>TEXT, AUTHOR, AND NAME OF PUBLISHER</u>	<u>NO. OF VOLUMES</u>	<u>DESCRIPTION OF COURSE</u>
SS310 U.S Geography	1	<u>Our United States Geography</u> Beverly Vaillancourt The People's Publishing Group, Inc. 1994 <u>Follett Student Atlas</u> <a href="http://www.unitedstreaming.com">www.unitedstreaming.com</a>	Units 1-8	This course covers the seven regions of the U.S.: the New England States, the Middle Atlantic States, the Southeast, the North Central States, the South Central States, the Rocky Mountain States, and the Pacific States, including Alaska and Hawaii. Through the use of the five themes of geography (location, place, human-environment interaction, movement, and region), the cultural and physical characteristics of the regions are studied. A video presentation illustrates some of the features that make each region unique.
SS312 Introduction to Social Sciences	1	<u>Introduction to the Social Sciences,</u> Revised Edition John Jay Bonstingl Prentice Hall, 1996	Units 1-10	This course is designed to help students achieve a basic understanding of seven social sciences-- psychology, sociology, anthropology, political science, geography, history, and economics--and introduces students to the critical thinking and study skills that they need in order to study these social sciences.
SS320 World History and SS321	2	<u>World History: Patterns of Interaction</u> Beck, Black, Krieger, Naylor, & Shabaka McDougal Littell, 2005	Units 1-4 Ch 1-20	The first semester covers the period from 4 million BC to 1800 AD.
			Units 5-8 Ch 21-30	The second semester covers the years from 1500 AD to the present.

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**SOCIAL SCIENCES (continued)**

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SS322 World Geography and SS323	2	<u>World Geography: Building a Global Perspective</u> Thomas Baerwald & Celeste Fraser Prentice Hall, 2002		This course relates the five geographic themes-- location, place, human-environment interaction, movement, and regions—to promote a student’s understanding of a region, its people, and its problems. Regional atlas chapters present a visual overview of the region using maps, graphs, and charts. Country-by-country chapters explore the geographic aspect of countries within the region.
			Units 1-4 Ch 1-17	The first semester introduces students to the five themes of geography and applies these themes to the regions of the US, Canada, Latin America, and Western Europe.
			Units 5-10 Ch 18-34	The second semester continues to apply the themes to Eastern Europe, Northern Eurasia, Southwest Asia, Africa, South Asia, and East Asia and the Pacific World.
SS330 American History and SS331	2	<u>Creating America: A History of the United States.</u> Jesus Garcia et. al. McDougal Littell, 2001	Units 1-4 Ch 1-14	The first semester of this U.S. History course begins with the exploration of the Americas and the settlement of the colonies. It covers the struggle for independence and the growth of the young nation.
			Units 5-8 Ch 15-32	The second semester begins with events leading to the Civil War and the reconstruction period that followed. It traces the nation’s expansion policies, industrial growth, international policies, and technological and economic changes to the new millennium.

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## SOCIAL SCIENCES (continued)

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SS332 * Integrated American Studies	1	<u>Lewis &amp; Clark</u> <u>The Journey of the Corps of Discovery.</u> Dayton Duncan & Ken Burns 1997	1 and video	This course examines historical events using a cross-curricular approach. It focuses on the Lewis and Clark expedition. Through readings, viewing the video, field trips, and various activities, students will learn about the expedition, its importance and its place in American History.
SS340 American Government	1	<u>American Government</u> Holt, Rinehart, and Winston 1999		The course teaches the principles of government and encourages students to explore how government works in their everyday lives. Topics include the origin and role of the U.S. Government; the Constitution; federalism; the legislative, executive, and judicial branches; civil rights; interest groups; political parties; the electoral process; and state governments.
SS340 American Government (e)	1	Edgenuity (e2020)		This course focuses on the American government system starting out with the foundations of government, then examining the legislative, executive, and judicial branches. Also covered by this course are civil rights, interest groups, political parties in the United States, the electoral process and state government.
SS341 Economics	1	<u>Economics, Principles &amp; Applications,</u> Henry F. Billings, 2 <sup>nd</sup> Ed. EMC Publishing, 1995	Ch 1-23	This course provides an introduction to the free enterprise system (Unit 1), microeconomics (Unit 2), macroeconomics (Unit 3), and global economics (Unit 4). In addition, the text contains critical thinking features that encourage students to apply the seven-step decision making process to solve economic problems.

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SS343 Psychology	1	<u>Understanding Psychology</u> Anne V. Gormly et. al Glencoe: MacMillan/McGraw Hill, 1992	Ch 1-15	This course acquaints students with the fundamentals of human behavior and mental processes. Through this text, students gain insight into the complexity and diversity of human behavior and receive practical information on how to deal with situations in everyday living. The basic concepts covered in the text are representative of materials presented in an introductory psychology course.
SS345 Sociology	1	<u>Sociology and You</u> Shepard and Greene Glencoe McGraw Hill, 2003	Ch 1-17	Units of study are sociological perspectives, cultural and social structures, social inequality, social institutions, and social change. Examples and situations that relate to students' experiences and understanding are used throughout the course.
SS347 Street Law and SS348	1	<u>Street Law: A Course in Practical Law</u> Arbetman and O'Brien  Gencoe McGraw Hill, 2010	Ch 1-17  Ch 18-21, 23-35	<i>Street Law</i> gives a practical understanding of law and our legal system. <i>Street Law</i> focuses on legal issues relevant to student life and develops knowledge and skills essential in our law-oriented society.  First semester covers an introduction to law and the legal system and a look at criminal law and juvenile justice.  Second semester covers torts, consumer and housing laws, and family law.

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## SCIENCE

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SC401# Health and SC402#	2	<u>Prentice Hall Health</u> Pruitt, Allegrante, Prothrow-Smith, 2007	Units 1-4	This course presents material high school students need in order to understand how to become and stay healthy. The text covers topics of mental health, social health, nutrition, and physical fitness.
			Units 5-8	Second semester covers topics of substance abuse, human development, preventing disease, community health, and safety.
SC410 General and SC411 Science	2	<u>General Science</u> , Lucy Jane Bledsoe, 2 <sup>nd</sup> Ed. Globe Fearon Educational Publisher, 1994	Units 1-2 Ch 1-13	This course teaches the basic concepts and principles of life, earth, and physical science.  The first semester focuses on the scientific method, the metric system, and life science, including the classification system, genetics, evolution, and the human body.
			Units 3-4 Ch 14-28	The second semester focuses on earth and physical science concepts, including the properties of matter; energy, force, and motion; work and machines; heat, light and sound; electricity and magnetism; energy resources; and computer technology.

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**SCIENCE** (Continued)

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SC412 Physical Science and SC413	2	<u>Physical Science (Merrill)</u> Smith, Ballinger, Thompson Glencoe, 1993	Ch 1-14	First semester covers the following topics: physical science basics, energy and motion, the nature of matter, and kinds of substances.
			Ch 15-25	Second semester topics include interactions of matter, waves, light and sound, and electricity and energy resources.
SC412 Physical and Science (e) SC413	2	Edgenuity (e2020)		Encompassing the branch of science that studies nonliving systems, this course inspires students to explore key concepts and theories, each of which explains and/or models a particular aspect of the behavior of nature. Students enrolled in this-two semester course examine the chemical building blocks of our physical world and the composition of matter. Additionally, students explore the properties that affect motion, forces, and energy on earth. Building on these concepts, the course covers the dynamic properties of electricity and magnetism and the effects these phenomena exhibit on the planet. A cumulative study of how each of these concepts elicits reactions across the solar system rounds out this dynamic course.
			Units 1-3	First semester covers the nature of science, chemical building blocks, motion, forces, and energy.
			Units 4-6	Second semester covers waves, sound, light, electricity, magnetism, and our universe, our galaxy, and our Earth.

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SC414 Earth and Science and SC415	2	Earth Science (Merrill) Snyder, Feather, Hesser Glencoe, 1993	Ch 1-12	First semester includes the foundations of earth science, rocks and minerals, the changing surface of earth, and the earth's air and water.
			Ch 13-24	During the second semester, the topics covered are the earth's internal processes, change and earth's history, earth's resources, and astronomy.
SC414 Earth and Science (e) and SC415	2	Edgenuity (e2020)		This course explores the scope of earth sciences, covering everything from basic structure and rock formation to the incredible and volatile forces that have shaped and changed our planet. As climate change and energy conservation become increasingly more prevalent in the national discourse, it will be important for students to understand the concepts and causes of our changing earth. Taken together, this two-semester course will provide a solid foundation for understanding the physical characteristics that make the planet earth unique and will examine how these characteristics differ among the planets of our solar system.
			Units 1-2	Semester one covers the planet earth and the changing earth
			Units 3-5	Semester two covers earth's waters, weather, climate, and astronomy.
SC420 Biology and	2	Biology Leonard Bernstein	Ch 1-19	First semester covers the nature of living things, simple organisms, plant structure and function,

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SC421

Globe Book Company, 1990

invertebrates and vertebrates.

Ch 20-37

Second semester topics include human biology, human health, heredity and genetics, change through time and evolution, and ecology.

### SCIENCE (Continued)

<u>NAME OF COURSE</u>	<u>NO. OF CREDITS</u>	<u>TEXT, AUTHOR, AND NAME OF PUBLISHER</u>	<u>NO. OF VOLUMES</u>	<u>DESCRIPTION OF COURSE</u>
SC430 Environmental and Science (e) SC432	2	Edgenuity (e2020)		Environmental science is a captivating and rapidly expanding field. This course covers many different aspects of the field: ecology, the biosphere, land, forests and soil, water, energy and resources, and societies and policy. Through unique activities and material, students connect scientific theory and concepts to current, real-world dilemmas, providing them with opportunities for mastery in each of the segments throughout the semester.
			Units 1-4	First semester covers ecology, the biosphere, and the land.
			Units 5-8	Second semester covers forests and soil, water, energy and resources, and societies and policy.
SC440 Chemistry (e) and SC441	2	Edgenuity (e2020)		This two-semester course covers the foundation for the composition, structure, and reactions of matter. It addresses scientific measurements, the general properties of matter, and the structure of the atoms. Also covered are the periodic table, types of bonds, and chemical equations. Other topics involve introducing the states of matter, chemical reactions, and the energy involved in chemical changes. Sections on organic chemistry are also included, as well as a brief overview of nuclear chemistry. This course requires students to have a solid foundation in math as calculations and conversions are basic components of chemistry.

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First semester covers atomic structure and the periodic table, chemical bonding, matter, acids, bases, mixtures, and solutions.

Second semester covers, stoichiometry, chemical reactions, nuclear and electrochemistry, and organic and biochemistry.

## BUSINESS

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BU511 Computer Applications (e)	1	Edgenuity (e2020) Microsoft Office 2007 <sup>®</sup>		Offering insight into the suite of products most used by working professionals, students become proficient in Microsoft <sup>®</sup> , Word <sup>®</sup> , Excel <sup>®</sup> , Power-Point <sup>®</sup> , and Outlook <sup>®</sup> through engaging lessons and coursework. This one-semester course is designed to provide students with hands-on experience with tasks such as creating flyers, brochures, schedules, presentations, and mail merge.
BU520 Intro to and Business BU521	2	<u>Intro to Business</u> Egglund, Diabay, Burrow, and Ristau, 4th ed. South-Western, 2000	Units 1-6 Ch 1-21	This course introduces students to the business concepts and skills required in today's market-place.  The first semester topics are Our Economic Environment, Business Operations, Business and Government in our Global Economy, Small-Business Management, Technology for Business Decisions, and Careers in Our Global Economy.
			Units 7-12 Ch 22-44	The second semester topics are Consumers in the Economy, Financial Institutions and Banking Services, Credit in Our Economy, Savings and Investment Strategies, and Risk Management.
BU540# Personal Finance	1	<u>Financial Fitness for Life</u> <u>Bringing Home the Gold</u> Morton, Schug National Council on Economic Education, 2001		This course is designed to help students develop financial fitness. Developing financial fitness is like developing physical fitness, both require developing a knowledge base and then applying it. The course stresses that financial fitness, like

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physical fitness, is not achieved and maintained without continual work. The course is divided into 5 sections each with a theme: the economic way of thinking, earning income, saving, spending and using credit, and money management.

### **FAMILY & CONSUMER SCIENCES**

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CS640*# Life Experiences I	1	Instructor Developed Materials	None	This is an instructor-developed activity where students participate in field trips, business and industry tours, listen to speakers, participate in community activities, and join in recreational activities. Students may earn a maximum of 1 L.E. credit per school year.
CS641*# Life Experiences II	1	None	None	This is a student-organized activity within a community program. It must include a minimum of 30 contact hours; however, students must finish the entire program to be eligible for the credit. Students may earn a maximum of 1 L.E. credit per school year.
CS642* Community Service	1	None	None	Students may earn 1 credit for performing community service. A minimum of 90 volunteer hours must be completed with a service-oriented organization such as a hospital, day care center, etc. In addition, students must keep a journal of their activities and write a 2-3 page essay.
CS643# Teen Parenting and CS644#	2	<u>Your Pregnancy and Newborn Journey</u> <u>Your Baby's First Year</u> Jeanne Warren Lindsay & Jean Brunelli PHN Morning Glory Press 2000	4	Teen Parenting is a course designed to offer an introduction to the issues facing a teen parent  First semester topics cover pregnancy, newborns, and baby's first year.

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Discipline from Birth to Three  
The Challenge of Toddlers  
 Jeanne Warren Lindsay &  
 Sally McCollough  
 Morning Glory Press 1998

Second semester topics cover discipline from birth until age three and toddlers.

**FAMILY & CONSUMER SCIENCES (continued)**

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CS645# Child Development	1	<u>The Developing Child</u> Brisbane, 6 <sup>th</sup> Ed. Glencoe, 1994	Ch 1-20	This course introduces students to child development, parenting decisions and skills, and career opportunities which involve working with children. Some of the topics addressed are basic skills, management, critical thinking, balancing work and family life, teen pregnancy, and health and safety.
CS646 Family Living and CS647	2	<u>Families Today</u> Connie R. Sasse, CFCS 4 <sup>th</sup> Ed. McGraw Hill, 2004	Ch 1-15	This course is designed to help students learn about family structure and the issues faced by families today  .The 1 <sup>st</sup> semester deals with the family foundation, relationships within the family, problem solving and how to use available resources, handling change, divorce and remarriage, crises, and death.
			Ch 16-34	The 2 <sup>nd</sup> semester covers relationships outside the family, an individual's character and personal development, money management and career planning, choosing a partner, marriage, and parenting.
CS648# Life Skills	1	<u>The 7 Habits of Highly Effective Teens</u> Covey, 1998	1	Life Skills is designed to help students learn seven valuable principles and also learn to apply these principles to their individual lives. This course focuses on helping students improve self-image, build friendships, resist peer pressure, and achieve goals. This course will require students to read the text in its entirety. Students will take periodic

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reading quizzes to show that they understand the material.

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CS649# Teen Dads	1	<u>Teen Dads Rights, Responsibilities, and Joys</u> Jeanne Warren Lindsay Morning Glory Press 2001 <u>Discipline from Birth to Three</u> Jeanne Warren Lindsay & Sally McCollough Morning Glory Press, 1998	2	Teen Dads is a course designed to offer an introduction to the issues facing a teen parent. The course covers issues facing teen dads including understanding pregnancy, knowing a father's rights and responsibilities, and the challenges of disciplining.
CS650 Nutrition and Wellness	1	<u>Nutrition &amp; Wellness</u> Roberta Larson Duyff Glencoe Pub 2004	Ch 1-32	This course will help students make wise food choices for active living and weight maintenance. Features emphasize enjoying food, understanding nutrition guidelines, and fitness options that include critical thinking skills and applications for daily life. Units include "Food in Your Life", "Nutrition for Health", "Making Food Choices," "Fitness and Food," "Focus on Foods, " and "Creative Combinations."

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## FINE ARTS

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FA710 Intro to Art (e)	1	Edgenuity (e2020)		Covering art appreciation and the beginning of art history, this course encourages students to gain an understanding and appreciation of art in their every-day lives. Presented in an engaging format, this one-semester course provides an overview of many introductory themes: the definition of art, the cultural purpose of art, visual elements of art, terminology and principles of design, and two- and three-dimensional media and techniques. Tracing the history of art, high school students enrolled in the course also explore the following time periods and places: pre-historic art, art in ancient civilizations, and world art before 1400.
FA720 Art History	1	<u>Short Lessons in Art History</u> Phyllis Clausen Barker J. Weston Walch, 1987	1	This course introduces students to a brief overview of art history from the Renaissance through the 20 <sup>th</sup> Century, specifically in the area of painting. Students will become familiar with different styles of painting, artists who used these styles, and some of the history which affected these styles. Students will also demonstrate their knowledge through completion of art projects.

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## CAREERS

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CA012 World and of CA013 Work	2	<u>Succeeding in the World of Work</u> Kimbrell & Vineyard Glencoe Publishers	Ch 1-12  Ch 13-25	This course emphasizes self-assessment, exploring careers, finding a job, and joining the workforce. This course is a prerequisite to the Work Experience course.  The second semester emphasizes professional development and life skills such as managing your money and buying insurance. It also focuses on adapting to change in the workplace and balancing work and personal life.
CA014* Work Experience Credit	1			Work experience credits are available to students who have successfully completed one semester of World of Work. For each credit, students must show proof of working 150 clock hours (e.g. pay check stubs, time cards) and have his/her supervisor complete an evaluation form. Grades for work experience credits are agreed upon by the work site supervisor and the instructors. Students may earn a maximum of one Work Experience credit per semester.
CA840 Nurse Aide	1			This course meets the requirements for taking the Nursing Assistant Certification Exam which qualifies personnel for working as nursing assistants in long-term care. The purpose of the course is to develop the basic skills to care for the elderly. A uniform and a watch with a second hand are required for the clinical portion of the course. Offered through Continuing Education.

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**CAREERS (continued)**

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CA841 Medication Aide	1			This course will prepare the participant to safely administer non-parenteral medications in nursing facilities and related areas. Prerequisite: must be a certified nurse aide, employed at your facility for six months, and submit a letter of recommendation before taking the course. Offered through Continuing Education
CA842-843 EMT	2			This course has been developed to prepare individuals to provide quality pre-hospital emergency care. This course is the minimum standard to be a primary attendant on a transport ambulance service. This course will cover the U.S. DOT curriculum. Prerequisites: must be 17 years old at the start of class, be proficient in reading, writing, and speaking English, and physically capable of performing basic EMT skills. Offered through Continuing Education

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## TECHNOLOGIES

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TE910 Welding	1			Beginning welding course (lecture and lab) offered depending on availability.
TE920 Intro to Auto Body	1			This course is exploratory in nature. Students will be introduced to a variety of skills used in the auto body industry. Lab projects in welding, dent removal, and painting will give the student an opportunity to experience first hand applications of these skills. (Offered through Student Services.)

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