ACCOUNTING
ACCT 1011 Principles of Bookkeeping
This course introduces the basic bookkeeping cycle. Topics include the analyses of business transactions, recording transactions in a variety of journals, recording payroll, and preparing financial reports. (3Cr - 2lect, 1lab)

AGRICULTURAL BUSINESS
AGBS 2000 Introduction to Agribusiness Management
This course provides students with a foundation in agribusiness management. Employers desire a combination of technical and business management skills in potential employees. This course includes the study of critical agribusiness skills and their application in the agribusiness industry. (3 Cr - 3 lect, 0 lab)

AGRICULTURAL SCIENCES
AGSC 1010 Introduction to Agronomy
This course provides an orientation into the profession of agricultural sciences. Combining theoretical and practical knowledge, students investigate plants, the principles and practices of crop production and management, precision farming, sustainability, biotechnology, marketing and sales related to agriculture. A special emphasis on real-world, innovative problem solving will provide students with a background to further specialize in producing and improving food crops. Important current societal issues related to modern agriculture are discussed throughout. (3 Cr - 3 lect, 0 lab)

AGSC 1020 Introduction to Soil Science
This course investigates the formation, classification, and composition of soils, with emphasis on environmental quality, chemical and physical properties affecting growth and nutrition of plants. Management principles and practices are used to increase productivity and conserve soil and water resources for agronomic crops. (3 Cr - 2 lect 1 lab)

AGSC 2020 Principles of Animal Science I
This course is designed to introduce the student to the scientific theories, principles, and concepts related to animal production and management. An overview of animal welfare and safety issues will be explored. Students will learn about anatomy & physiology, and their application to growth and development of food, companion and clinical (model) animals. Key systems, such as skeletal, muscular, nervous, and other biological systems that impact reproduction and nutrition will be examined. A special emphasis on real-world, creative problem solving will help students further specialize in animal agriculture. The use of innovation and design thinking skills to enhance learning outcomes through opportunities to conduct applied research and/or gain hands-on experience are also included. Where possible, live animals will be used during laboratories in accordance with federal regulations, and all laboratories will be conducted with respect for the animals. Prerequisites: One year of introductory or general animal science coursework or instructor permission. (4 Cr - 3 lect, 1 lab)

BIOLOGY
BIOL 1091 General Biology I
This course is the first semester of a two-semester course sequence in general biology. Topics include: the scientific method, characteristics of life, biological chemistry, cell and membrane structure and function, enzymes, metabolism, mitosis, meiosis, genetics, the structure of DNA, and protein synthesis. This course includes laboratory exercises and experimentation that illustrate core principles covered in the course. Prerequisite: CHEM 1121 or 1201. MnTC (Goals 3/NS and 2/CT); (4 Cr - 3 lect, 1 lab)

BIOL 1092 General Biology II
This course is the second semester of a two-semester course sequence in general biology. Topics include evolutionary biology, a survey of biological diversity, animal structure and function, plant structure and function, and ecology. This course includes laboratory exercises and experimentation that illustrate core principles covered in the course. Prerequisite: BIOL 1091. MnTC (Goals 3/NS and 10/PE); (4 Cr - 3 lect, 1 lab)
BUSINESS
BUSA 1060 Computer Concepts and Applications
This course provides a basic understanding of computer history, concepts, and microcomputer applications using Windows-based computers. Topics covered include computer hardware and software, operating systems and utilities, the system unit, input and output devices, secondary storage, communications and connectivity, the Internet and the Web, security and privacy, ethics, and computer use in organizations. Through hands-on experience, students acquire an understanding of Microsoft Windows and Microsoft Office including Word, Excel, Access, and PowerPoint that are used in business. No prior knowledge of software packages or microcomputers is necessary. Keyboarding skill promotes success in this course. This course is part of the Associate in Arts Business Concentration and Associate in Science Business degrees which are accredited by the Accreditation Council for Business Schools and Programs (ACBSP). (3 Cr - 3 lect, 0 lab)

BUSA 2043 Principles of Marketing
This course covers basic marketing functions in the global business world. Topics include product development, pricing, distribution, and promotion; consumer behavior; economic, legal, social, technological and competitive environments of marketing; collecting and using marketing information; ethical and social responsibilities; and international marketing. This course is part of the Associate in Arts Business Concentration and Associate in Science Business degrees which are accredited by the Accreditation Council for Business Schools and Programs (ACBSP). (3 Cr - 3 lect, 0 lab)

BUSINESS & OFFICE TECHNOLOGY
BUSO 1620 Introduction to Computer
This course covers basic information about computer hardware and the use of computer software as a business productivity tool, as well as for personal use. Topics covered include the operating system and desktop environment; file and folder management; introduction to spreadsheet procedures; introduction to database creation and file management, fundamental word processing concepts, and presentation graphics. Some basic computer literacy will be covered, such as e-mail etiquette, ethical computing, document attachment to e-mail and use of digital files. This course is part of the Associate in Applied Science Administrative Assistant and Medical Administrative Assistant degrees which are accredited by the Accreditation Council for Business Schools and Programs (ACBSP). (2 Cr - 1 lect, 1 lab)

BUSO 1679 Essentials of Business Law
This course provides an introductory overview of legal rights and a broad, practical approach to the study of business law. A survey of subjects include: criminal law, tort law, property law, landlord-tenant law, computer law, ethics, professionals' liability, and personal law. Internet sites are used to access for research of issues for discussion. (2 Cr - 2 lect, 0 lab)

BUSO 2641 Applied Principles of Bookkeeping
This beginning level course introduces the basic bookkeeping cycle. Topics include transaction analysis and recording. The full range of journals, financial reports, and current bookkeeping applications, such as QuickBooks, will be used. BUSO 2606 may also be helpful with or before to this course. This course is part of the Associate in Applied Science Administrative Assistant degree which is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). (3 Cr - 2 lect, 1 lab)

CARPENTRY TECHNOLOGY
CARP 1110 Construction Material and Tool Safety
This course prepares the student to safely use power and hand tools in the construction trades. The study of construction materials and fastening procedures are covered. A series of required hand and power tool projects are completed in the carpentry lab. This course is part of the Carpentry program which is accredited by the Home Builders Institute (HBI) and the National Association of Home Builders (NAHB). (3 Cr - 1 lect, 2 lab)

CARP 1121 Blueprint Reading I
This course introduces basic blueprint reading, and estimating for residential construction. Students study and read a series of residential construction working drawings. The student identifies different prints used in building a residential home. Hand drafting and estimating of a garage are also completed. This course is part of the Carpentry program which is accredited by the Home
 Builders Institute (HBI) and the National Association of Home Builders (NAHB). (2 Cr - 1 lecture, 1 lab)

**CARP 1160 OSHA 10 Training**
This course covers workplace safety practices and procedures for the building industry. The OSHA training for construction industry provides training for entry level workers and employers on the recognition, avoidance, abatement, and prevention of safety and health hazards in the workplace. Proper techniques for climbing, working overhead safety, and working with building materials will be covered. (1 Cr - 1 lecture, 0 lab)

**CHEMISTRY**

**CHEM 1000 Introductory Chemistry**
This is a laboratory science course for students not intending to major in chemistry or science. Topics include atomic theory, and structure, chemical bonding, chemical accounting (mass and volume relationships), acids and bases, as well as an introduction to organic and biological compounds. MnTC (Goal 3/NS, and 10/PE); (4 Cr - 3 lect, 1 lab)

**CHEM 1201 General Chemistry I**
This is the first course of a two semester sequence in general inorganic chemistry. Atomic Theory, stoichiometry, chemical reactions, thermochemistry, chemical bonding, molecular structure, and atomic structure, periodicity, and the gas phase. This course is for students intending to transfer or pursue Bachelor's preparation and/or careers in chemistry and the other physical sciences, engineering and health sciences (medicine, pharmacy, veterinary medicine, four-year nursing). Prerequisite: Math 1110 or concurrent registration in Math 1110. MnTC (Goals 3/NS and 10/PE); (5 Cr - 3 lect, 2 lab)

**CHEM 1202 General Chemistry II**
This is the second course of a two-semester sequence in general inorganic chemistry. Content includes properties of solutions, kinetics, equilibrium, acids and bases, thermodynamics and electrochemistry. This course is for students intending to transfer or pursue Bachelor's preparation and/or careers in chemistry and the other physical sciences, engineering and health sciences (medicine, pharmacy, veterinary medicine, four-year nursing). Prerequisite: MATH 1110 and CHEM 1201 or CHEM 1210. MnTC (Goals 3/NS and 2/CT); (5 Cr - 3 lect, 2 lab)

**ECONOMICS**

**ECON 2292 Microeconomics**
This course is an analysis of current United States and world policies, issues and problems using some basic principles of economics with special emphasis on decision making by individuals and firms. MnTC (Goals 5/SS and 8/GP); (3 Cr - 3 lect, 0 lab)

**ENGLISH**

**ENGL 1101 Composition I**
This is an introductory college writing course designed to help students develop effective writing skills for college level work. Students learn to generate ideas and organize them into unified, coherent essays. Methods of instruction vary, but most sections combine individual conferences and peer review with regular class meetings. Prerequisites: A grade of C or higher in ENGL 0960 or appropriate placement score. MnTC (Goals 1/CM and Goal 2/CT); (3 Cr - 3 lect, 0 lab)

**ENGL 1103 Introduction to Literature**
This is an introductory literature course designed to increase a student's critical and analytical skills in reading. Included is a study of literature by genre: the short story, drama, poetry and the novel. Emphasis in the selections is on American and English literature although some works in translation are read. Critical and interpretive papers are required. MnTC (Goals 6/ HU and 8/GP); (3 Cr - 3 lect, 0 lab)

**ENGL 1104 Composition II: Argument**
This second semester composition course is designed as a continuation of ENGL 1101. It teaches the skills needed to write clear and coherent essays using different modes of expository prose such as process, comparison and contrast, classification, and definition. It
ENGL 1105 Composition II: Research
This is a second semester composition course focused on the writing of an academic research paper. Students learn how to employ the resources of an academic library and how to cite those sources in a fully documented analytical/interpretive term paper. Prerequisites: ENGL 1101. MnTC (Goals 1/CM and 2/CT); (3 Cr - 3 lect, 0 lab)

ENGL 2241 American Literature I
This course explores developments in American Literature between 1492 and 1865. Students will explore both historical and formal developments affecting literature of this period, as well as similarities/differences among the works covered. Specific issues addressed may include early written representations of America, the influence of Puritanism on American writers, important documents of the Federalist period, and the American Romantic movement, including Transcendentalism. MnTC (Goals 6/HUand 7/HD); (3 Cr - 3 lect, 0 lab)

ENGL 2242 American Literature II
This course explores developments in American Literature between 1865 and the present. Students will explore both historical and formal developments affecting literature of this period, as well as the similarities/differences among the works covered. Some of the specific issues addressed include the rise of Realism and Naturalism, Regionalism and Post-Modernism. MnTC (Goals 6/HU and 7/HD); (3 Cr - 3 lect, 0 lab)

ENGL 2260 Survey of Children's Literature
This course will survey children's literature from the preschool to preteen years. Standards for critical evaluation will evolve through extensive reading, discussion, research, and writing. Course content will focus on the history of children's literature and criteria for selecting and evaluating different genres within literature for children, including the following: picture books, traditional literature, modern fantasy, poetry, contemporary fiction, historical fiction, and multicultural literature. Prerequisite: ENGL 1101 or instructor permission. MnTC (Goal 6/HU and Goal 7/HD); (3 Cr - 3 lect, 0 lab)

FIRE
FIRE 1100 Firefighter I
This course is designed to cover the necessary skills to perform the basic duties of firefighting including thought processes used to decide appropriate operations. This includes the duties of rescue, exposure protection, confining the fire, extinguishing the fire, overhaul, salvage and ventilation. Upon successful completion, participants are eligible for the Minnesota State Fire Certification Board exam. (5 Cr - 3 lect, 2 lab)

FIRE 1106 Firefighter II
This course is designed to enhance the skills necessary to perform basic duties of firefighting, including thought processes used to decide on appropriate operations. This includes specialized rescue, building construction and fire cause determination. Upon successful completion, participants are eligible for the Minnesota State Fire Certification Board exam. Prerequisite: Concurrent enrollment in or completion of FIRE 1100. (2 Cr - 2 lect, 0 lab)

FIRE 1110 Hazardous Materials Operations
This course introduces the basic skills necessary to safely and effectively manage on-scene operations involving the uncontrolled release of dangerous chemicals. It focuses on those individuals in local jurisdictions who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. Those individuals respond in a defensive fashion without actually trying to stop the release as their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures. (2 Cr - 1.5 lect, .5 lab)
FOOD SCIENCE

FSCI 1000 Principles of Food Science
This course is intended for the student interested in learning more about the basics of food preparation and production. This course will include a brief overview of scientific principles applied to food preparation and will cover the chemistry, microbiology, processing and nutritional aspects of food. The course will include both classroom and industry learning environments, and involve a variety of learning activities designed to highlight innovative and diverse ways for the production of safe, nutritious, and delicious food. (4 Cr - 3 lect, 1 lab)

GENERAL STUDIES

CCLS 1000 First Year Experience
This course introduces proven strategies and applications to help students achieve greater success in college and in life. Topics include, but are not limited to, time management, goal setting, learning strategies, critical thinking, communication skills, diversity awareness, health and wellness, college and community resources, and financial planning. This course introduces students to making choices that promote responsibility, motivation, interdependence, and self-awareness. Recommended: Score of 52 or above on test Accuplacer Reading Comprehension. (1 Cr - 1 lect, 0 lab)

GSCL 1270 Employment Search Skills
This course introduces students to a process of developing self-awareness when considering career opportunities and identifying career-related goals. Students conduct a job search, prepare a job application, resume, cover letter, a follow-up correspondence. The course includes preparation for job interviews. (1 Cr - 1 lect, 0 lab)

GSCM 1510 Workplace Human Relations
This course examines interpersonal relationship skills in the work environment. Students evaluate individual strengths and weaknesses and assess and learn transferable skills. This course emphasizes employment-enhancing skills that include understanding and improving relationships and communication with co-workers, supervisors, subordinates, and customers. This survey course introduces concepts and methods for improvement of interpersonal relations. (2 Cr - 2 lect, 0 lab)

HISTORY

HIST 1001 United States History: Colonial to 1877
This survey course examines U.S. History from pre-contact through the Civil War era. It covers the genesis of American culture, society and politics in the colonial period to the Revolution. It also includes the study of the early national period to the post-Civil War years. MnTC (Goals 5/SS and 7/HD); (3 Cr - 3 lect, 0 lab)

HIST 1002 United States History: 1877 - Present
This survey course covers U.S. history from the Civil War era through the present. It emphasizes the settlement of the West, industrialism, the rise of the United States to world power, and the post-World War II gender, racial and class revolutions, which helped move the American reality closer to the American ideal. MnTC (Goals 5/SS and 7/HD); (3 Cr - 3 lect, 0 lab)

HIST 1011 Early European History (Ancient to 1688)
This survey course explores Western/European civilization from pre-history through the early modern era (thirteenth through seventeenth centuries CE). The course will especially focus on the Greco-Roman roots of western civilization, the medieval period, the Renaissance and the Protestant Reformation. MnTC (Goals 5/SS and 8/GP); (3 Cr - 3 lect, 0 lab)

HIST 1012 Modern European History (1688 - Present)
This survey course looks at Western/European civilization from the early modern era (thirteenth through seventeenth centuries CE) through the present. It focuses on the political revolutions of the nineteenth-century, industrialism, imperialism, and the twentieth-century decline of European power. MnTC (Goals 5/SS and 8/GP); (3 Cr - 3 lect, 0 lab)
HUMANITIES

HUMA 1101 Humanities I
This course examines the artifacts of prehistory and the birth of civilizations in Egypt and ancient Sumer. An examination of the Classical legacy, the contribution of Greece and Rome, is followed by a study of the patterns of life and art in the Medieval West. The course culminates in a study of the flowering of ideas and arts of the Renaissance. In all content areas instruction will focus and emphasis will be placed on history, literature, art, philosophy, architecture, music, and archeology. This course may also include arts and culture in non-Western societies. MnTC Goals (6/HU and 8/GP); (3 Cr - 3 lect, 0 lab)

HUMA 1102 Humanities II
This course examines the High Renaissance including the challenge of the Protestant Reformation and its response: the Counter Reformation. A view of the Baroque style in art, architecture and literature is counterpointed by examining the rise of science with its confidence in the power of human reason and culminating with an analysis of eighteenth century art, music, and society. Students will investigate the progress from Realism to Modernism in the 19th, 20th, and 21st Centuries. In all content areas instruction will focus and emphasis will be placed on history, literature, art, philosophy, architecture, music, and archaeology. This course may also include arts and culture in non-Western societies. MnTC (Goals 6/HU and 8/GP); (3 Cr - 3 lect, 0 lab)

INDUSTRIAL MAINTENANCE

IMMR 1725 Arc Welding
This course includes the Shielded Metal Arc Welding (SMAW) process starting with the power sources, electrodes, and the various applications. A great deal of time is spent in the lab developing skills using this welding process. Welds are made in all positions using various types of electrodes. Welding codes and applications are also covered and followed. (3 Cr - 1 lect, 2 lab)

IMMR 2765 Gas, Metal, Arc Welding I
This course emphasizes Gas Metal Arc Welding (GMAW). The course includes the following major groups: power sources, shielding gases, wire feeders, and torches. Each one of these groups is covered in detail. Time is spent in the lab developing skills in using the process and setting up the equipment for the various applications. The focus of this course is on the use of wire feed welding equipment, application, and setup. Safety is a major consideration including welding equipment and the handling of various gases. Welding skills are developed through completion of welding projects. (3 Cr - 1 lect, 2 lab)

MATH

MATH 1050 Mathematics for Liberal Arts
This course is an exploration of a variety of areas of mathematics designed for students who are majoring in various areas of the liberal arts or in elementary education. Introductory material in sets, logic, probability, statistics, and consumer mathematics will be applied using a problem solving approach. Prerequisite: or appropriate placement test score. MnTC (Goals 4/MA and 2/CT); (3 Cr - 3 lect, 0 lab)

MATH 1110 College Algebra
This course covers the basics of college level algebra emphasizing understanding of the basic principles through investigation. The topics covered range from a basic algebra review to exploration of linear, quadratic, exponential, and logarithmic functions along with a study of rational expressions, inverse relations, function operations, complex numbers, and systems of equations. Prerequisites: MATH 0670 with grade of C or better or appropriate placement test score. MnTC (Goals 4/MA and Goal 2/CT); (3 Cr - 3 lect, 0 lab)

MATH 1120 Trigonometry
This course builds on the computational, problem solving, and graphing skills learned in previous math courses. The topics covered in this course include trigonometric ratios, functions, graphs, identities, equations, inverse trigonometric functions, solution of the general triangle and other applications, conic sections, polar coordinates, and complex numbers. Prerequisite: MATH 1110 or equivalent. MnTC (Goals 4/MA and 2/CT); (4 Cr- 4 lect, 0 lab)
MATH 1210 Calculus I
This course covers the basics of calculus emphasizing understanding of the basic principles through investigation. The course begins with a review of functions and continues with limits, rates of change, derivatives, differentiation rules, applications of derivatives, and antiderivatives. Concepts are presented graphically and numerically as well as algebraically. Prerequisites: MATH 1120 or MATH 1115 with a grade of C or better; appropriate Accuplacer or ACT score, or instructor permission. MnTC (Goals 4/MA and 2/CT); (5 Cr - 5 lect, 0 lab)

MATH 2021 Fundamentals of Statistics
This course is an introduction of basic statistical methods including sampling, analyzing a research study, measures of central tendency and dispersion, probability, confidence intervals, hypothesis testing of means and proportions, Chi-square, analysis of variance, correlation, and regression. The use of statistical software is included in this course. Prerequisite: Math 0660 or qualifying score on placement test. MnTC (Goals 4/MA and 2/CT); (4 Cr - 4 lect, 0 lab)

MUSIC
MUSC 1125 Instrumental Ensemble
This course provides the opportunity to perform as a member of an instrumental ensemble. The group, or groups, vary in size and scope according to student interest, and may include jazz, traditional band, rock, and/or other musical styles. Students are encouraged to audition and/or meet with the instructor prior to the start of the semester. This ensemble rehearses two hours per week. MnTC (Goals 6/HU and 2/CT); (1 Cr - 1 lect, 0 lab)

MUSC 1126 Instrumental Ensemble
This course provides the opportunity to perform as a member of an instrumental ensemble. The group, or groups, vary in size and scope according to student interest, and may include jazz, traditional band, rock, and/or other musical styles. Students are encouraged to audition and/or meet with the instructor prior to the start of the semester. This ensemble rehearses two hours per week. MnTC (Goals 6/HU and 2/CT); (1 Cr - 1 lect, 0 lab)

PHYSICAL EDUCATION
PHED 2214 Prevention and Care of Athletic Injuries
This course is an introduction to the prevention and care of athletic related injuries for coaches, athletes, exercise enthusiasts, or those interested in human performance fields. Athletic related injury recognition and management as well as techniques in taping will be included. (2 Cr - 1 lect, 1 lab)

PHED 2270 Concepts of Strength & Conditioning
This course will prepare students to apply scientifically sound principles to strength and conditioning programs as fitness field professionals. All health and skill related components of fitness will be assessed and applied to different training methods. Students will learn appropriate exercise program design, safe exercise technique, and assessment for client strength and conditioning improvement. Content covered will help prepare students for personal trainer certification through one of the national credentialing associations. (2 Cr - 1 lect, 1 lab)

PHYSICS
PHYS 1501 College Physics I
This course is the first semester of the algebra-based introductory physics sequence. The emphasis of this course is on understanding basic physics principles related to mechanics and applying those principles to the solution of physics-related problems. Laboratory work is an essential part of the course. Prerequisite or Corequisite: MATH 1110 (College Algebra) or appropriate placement score. MnTC (Goal 3/NS and 2/CT); (4 Cr - 3 lect, 1 lab)

PHYS 1502 College Physics II
This course is the second semester of the algebra-based introductory physics sequence. The topics covered are thermodynamics, electricity, magnetism, and optics. Prerequisite: PHYS 1501. MnTC (Goal 3/NS and 2/CT); (4 Cr - 3 lect, 1 lab)
POLITICAL SCIENCE
PSCI 1010 Introduction to U.S. Politics
This course is a study of the United States national government in all of its aspects with special emphasis placed on constitutional theory, major governmental institutions and the national political culture and practice. MnTC (Goals 5/SS and 9/EC); (3 Cr - 3 lect, 0 lab)

PSCI 1020 State and Local Government
This course is a study of the principal concepts, process, and institutions of state and local governments of the United States. Special emphasis will be placed on Minnesota government. MnTC (Goals 5/SS and 8/GP); (3 Cr - 3 lect, 0 lab)

SPANISH
SPAN 1002 Beginning Spanish II
This course is designed for students who have completed SPAN 1001 and/or can demonstrate ability to meet the required minimum learning outcomes specific to SPAN 1001. Course content focuses on developing speaking, listening, read and writing skills in Spanish in accordance with the American Council of Teachers of Foreign Language and Culture (ACTFL) standards. Emphasis is placed on learning useful vocabulary for a variety of everyday situations. Cultural materials develop an awareness and understanding of the arts, customs, history, culture and literature of Spanish-speaking people in countries throughout the world. This study creates a comparison of cultural, social and linguistic differences and similarities. In addition, this course explores how the ideas and values of Spanish-speaking cultures are expressed in the arts and humanities within a social and historical context. MnTC (Goals 6/HU and 8/GP); (4Cr - 4 lect, 0 lab)

SPAN 2001 Intermediate Spanish I
This course presents a comprehensive review and continued development of speaking, listening, reading and writing skills in accordance with the ACTFL (American Council of Teachers of Foreign Language) standards. Emphasis is placed on communicating ideas in conversation and in writing in order to increase proficiency. Cultural materials develop an awareness and understanding of the arts, customs, history, culture and literature of Spanish-speaking people and countries throughout the world. This study creates a comparison of cultural, social and linguistic differences and similarities. This course also explores how the ideas and values of Spanish-speaking cultures are expressed in the arts and humanities within a social and historical context. SPAN 2001 is designed for students who have successfully completed SPAN 1002 and/or can demonstrate ability to meet the required minimum learning outcomes specific to SPAN 1002. MnTC (Goals 6/HU and 8/GP); (4Cr - 4 lect, 0 lab)

SPAN 2002 Intermediate Spanish II
This course presents a comprehensive review and continued development of speaking, listening, reading, and writing in Spanish in accordance with the American Association of Teachers of Foreign Language (ACTFL) standards. Emphasis is placed on communicating ideas in conversation and composition in order to increase proficiency. Cultural materials develop an awareness and understanding of the arts, customs, history, culture and literature of Spanish-speaking people and countries throughout the world. This study creates a comparison of cultural, social and linguistic differences and similarities. This course also explores how the ideas and values of Spanish-speaking cultures are expressed in the arts and humanities within a social and historical context. SPAN 2002 is designed for students who have completed SPAN 2001 and/or can demonstrate ability to meet the required minimum learning outcomes specific to SPAN 2001. MnTC (Goals 6/HU and 8/GP); (4Cr - 4 lect, 0 lab)

SPEECH
SPCH 1100 Fundamentals of Speech
This course focuses on the theory and practice of public communication including individual and group presentations. This course emphasizes audience analysis, organization, content development including topic selection and speaking ethics. Students will prepare and deliver a variety of both individual and group presentations and demonstrate an ability to apply research from diverse sources. Students should expect to reduce speech apprehension and develop self-confidence in their ability to communicate in public. MnTC (Goals 1/CM and 9/EC); (3 Cr - 3 lect, 0 lab)

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