

CATALOG

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School of Continuing Education
North Orange County Community College District

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The School of Continuing Education is accredited by the Accrediting Commission for Schools of the Western Association of Schools and Colleges (WASC). For more information, please contact WASC at Western Association of Schools and Colleges Accrediting Commission for Schools, 533 Airport Blvd., Ste 200, Burlingame, CA 90410.

Arts & Crafts (ARTC)

ARTC 180

Drawing for Beginners

This drawing class covers the fundamental drawing techniques for beginning students. It also aims to inspire the more experienced students to experiment and develop their true potential of artistic talents with demonstrations and practical tips by the instructor. All levels welcome. *(Tuition)*

ARTC 185

Watercolor Painting

This watercolor class covers the fundamental watercolor techniques for beginning students. The instructor will offer intensive and practical instruction and step-by-step demonstration. In this supportive and friendly classroom environment will also inspire the more experienced students to experiment and develop their own unique form of expression. All levels welcome. *(Tuition)*

Business (BUSN)

BUSN 465

Introduction to Scrum: An Agile Process

Agile Scrum is a project management tool. This course covers the fundamental concepts for agile principles and the Scrum process. *(Tuition)*

Clothing (CC)

CC 405

Fashion Design: Copy Ready-to-Wear Garments I

Create a pattern from your favorite Ready-to-Wear Garments without taking the garment apart. Bodices and dresses will be emphasized. *(Tuition)*

CC 406

Fashion Design: Copy Ready-to-Wear Garments II

Create a pattern from your favorite Ready-to-Wear Garments without taking the garment apart. Jacket, pants and skirts will be emphasized. *(Tuition)*

Kids' College (KIDS)

KIDS 1371

Fun with Magnets and Electricity Camp

(Grades 2-6)

Kids will learn about magnets and magnetic fields. Through hands on activities they can see how magnets repel and cause objects to float in mid air. Experience how series and parallel circuits are made and useful things that electricity and circuits can do. Electricity is "measured" using meters and series and parallel circuits. Attendees will perform experiments to turn electrical currents into magnetic fields. *(Tuition)*

KIDS 1376

More Jammin' Chemistry Camp

(Grades 3-7)

Students will learn about chemical reactions between solids, liquids, and gases with a variety of demonstrations. Watch a sea of bubbles erupt from a jar in a reaction of household items. Students will learn about solutions and mixtures and will see how light can be produced by mixing chemicals. *(Tuition)*

KIDS 1381

Popping, Colliding, Flashy and Noisy Physics Camp

(Grades 3-6)

Kids will learn about energy transfer by heat, light, sound, and moving objects. A "hand boiler", dry ice, hot water, light sticks, and color-changing films are used to show energy transfer by heat. Students also learn how fuel is used to do "useful" work using putt putt steam boats. Different types of fuel for vehicles, fires, and people will be discussed. How sound is produced, described, and heard is also shown. *(Tuition)*

KIDS 1851

Adventures in Web Page Creations Camp

(Grades 4-6)

Hey kids! Have you ever wanted to create your very own cool website to share with friends and family? Here is your chance to build incredible drag-and-drop web pages using free hosting sites on the internet. You will learn how to add pictures, video, text, game widgets and lots more! *(Tuition)*

KIDS 2100

21st Century Leadership Academy

(Grades 8-10)

The 21CLA is an intensive academic experience preparing students to enter college and careers. Daily activities will challenge and engage students. Students will be able to take advantage of the following opportunities: excursions; work with experienced teachers and college students; and develop college and career readiness skills. *(Tuition)*

KIDS 2103

Tutorial: Algebra 1A - Basics

(Grade 6+)

Algebra basics will include topics such as expressions, signed numbers, reciprocals, equations, removing group symbols, adding like terms, inequalities, and absolute values. Class is limited to 8 students. *(Tuition)*

KIDS 2105

Tutorial: Algebra 1B - Exponents and Polynomials

(Grade 7+)

Second course in Algebra deals with exponents, common factors, binomials, trinomials, and difference of squares. Class is limited to 8 students. *(Tuition)*

Medical Occupations (MEDO)

MEDO 115

Medical Assisting: Front Office Procedures

This course introduces students to medical office procedures in preparation for entry-level positions in the front office or reception area of a medical facility. These include medical data entry. Students review reception techniques, patient records and insurance forms. Keyboarding experience advised. *(Apportionment)*

MEDO 300

Medical Coding Basics

Prerequisites: MEOC 112 Medical Insurance Billing; COMP 685 Beginning Keyboarding and COMP 100 Introduction to Computers or MS 104 Introduction to Microsoft Windows. Students will learn techniques of accurate coding of physician services, gain experience in correct application of CPT, HCPCS Level II coding, and ICD-9-CM/ICD-10-CM diagnosis codes used for billing professional medical services through lecture and lab. Compliance and reimbursement issues are also covered. *(Grant-funded)*

MEDO 302

Medical Coding Basics II

Prerequisite: MEDO 300 Medical Coding Basics. This course covers the practical application of CPT coding and coding appropriately for correct reimbursement in physician office settings. Topics covered include assigning the correct diagnosis, procedure, and supply code for a variety of clinical cases and services. *(Grant-funded)*

MEDO 307

Personal Care Aide

This class will prepare the student to provide or support activities of daily living, personal care, and homemaker services to elderly and disabled individuals needing assistance to remain safely and independently in their own home or in an assisted living facility. Upon successful completion students receive a certificate of completion. *(Grant-funded)*

MEDO 310

Medical Assistant Skills Open Lab

Co-requisite: MEDO 235 Back Office Procedures I This open-entry, open-exit course is designed for medical assistant students to practice clinical skills and procedures. *(Grant-funded)*

Parenting (PARN)

PARN 240

Navigating Resources for Adults with Disabilities

A class designed to provide support and resources to parents who have an adult child with a disability. Topics include: Overview of the service delivery system, eligibility for regional center and service agencies, adult transition, role of service coordinators, obtaining services, college, employment, independent and adult living options. *(Tuition)*