Course description:
**Ballet II** is an intermediate level course designed for students who wish to further develop the technical and performance skills acquired in Ballet I. The class includes more advanced technique work at the barre, across the floor, and in center floor combinations. Complex adagio and allegro dance sequences will also be introduced. Students will have the opportunity to perform in an informal showing or concert setting. This course may be taken once and repeated three times for credit.

**Student Learning Outcome**
Student will physically demonstrate pirouette turns with proper alignment, spotting, and controlled finish. Student will perform eight single pirouettes in a row on both the right and left leg and eight double pirouettes on both sides.

**Grades:**

- **Active Participation:** 5 per class missed
- **6 Quizzes:** 60 points
- **EOD Dance Concert:** 20 points
- **Midterm (barre work):** 20 points
- **Final:** 100 points

**Final Grades:**

- **A** 200-190
- **B** 189-170
- **C** 169-150
- **D** 149-130
- **F** 129-

**Active Participation:** 100% dancing, 100% of the time

Each student is allowed one emergency absence. It is YOUR responsibility to make-up work missed and to drop the class if necessary.

For your safety, the doors will close at **11:20 AM**

**Observation:** By permission only

**Class Make-ups** By permission of the instructor, you may take another DANCE class at Rio. 1.) Introduce yourself 2.) Ask permission to participate 3.) Get a make-up slip from instructor at end of class 4.) Bring it to me at next class meeting. No more than three (3) make-ups are permissible.

**Deadline:** All make-up classes must be completed by **May 8**

**Illness:** Students that are injured and NOT CONTAGIOUS are expected to watch class and take notes. Please notify instructor at the beginning of class of your intention and turn your notes in at the end of class.

Notify me by email if you are sick and CONTAGIOUS. If you come to class ill, you will be asked to leave and 15 pts deducted from your attendance grade.

**Holiday:**
- Feb. 17 (Washington’s Day)
- March 12 tentative (ACDFA)
- March 24-28 (Spring Break)
Textbook: *Beyond the Basics*, Sandra Noll Hammond

Quizzes: Written quizzes will be taken online via AccessRio/Virtual College

Virtual College: To access Blackboard/Virtual College:
- Goto “Access Rio” (large blue button in middle of the home page)
- Login
- Goto gold “Student” tab at the top.
- Scroll down to middle bottom to “Virtual College” and click link.
- Select the appropriate course on the right under “Courses”.
- Find all coursework (Syllabus, Quizzes, Quiz Material, etc.) under “Content”.

Quiz weeks:
- You will have over a week to take quizzes and class time will be allotted to assist in your test taking. *No make-ups for missed quizzes.*
  - **Week: 2/3**  
    - **Quiz 1:** Feb. 5-14  
    - **Week 4/5**  
      - **Quiz 2:** Feb. 19-28
  - **Week 6/7**  
    - **Quiz 3:** March 5-14  
    - **Week 8/SB**  
    - **Quiz 4:** March 19-28
  - **Week 9/10**  
    - **Quiz 5:** April 2-11  
    - **Week 11/12**  
    - **Quiz 6:** April 16-25

Midterm: **Week 8:**  
- **Weds. March 19**  
  - Evaluation of ballet barre work.

Grade Check-in: Mon. April 14 & Weds. April 16  
- Grades are maintained in “My Grades” under “Tools” in Blackboard. Please alert me to any errors.

Concert: **Required** attendance of *Evening of Dance* concert, **May 8-10**, @ 8 PM, Wray

Final Exam: **Weds. May 21 @ 11:15 AM**  
- Tardiness will result in automatic failure!
- Demonstration of the warm-up exercises, combinations and a written component (tentative).

Extra Credit: When necessary, additional coursework may be assigned to supplement grades:
- Crew: *Evening of Dance*, May 8-10, @ 7-10 PM, Wray, (10-20 pts. each night)

Auditions:
- Mon. Jan 27 @ 2pm  
  - *Evening of Dance* Concert
- Mon. May 19 @ 2pm  
  - Rio Hondo Dance Collective

Attire:
- **Women:** Black leotards, pink tights, pink ballet slippers, optional ballet skirt.
- Hair neatly pulled from the face. Wear clothes in which you feel confident.
- **Men:** White T-shirt, dark colored sweatpants or tights, ballet slippers
- If you are not in proper dance attire, half your Active Participation points for that day will be deducted. *Please no loose jewelry, hair, watches or baggy clothes!*

Clothing Sources:
- **Applause Dancewear**  
  - 1230 West Imperial Hwy  
  - www.discountdance.com
- **Discount Dance Supply**  
  - Use code (TP51325) for first-time customer discount and to support the Rio Hondo Dance Program

Assistance: Any student with a disability, who believes that he/she may need accommodations in this class, is encouraged to contact the Disabled Student Program & Services. S205. Phone: (562) 908-3420

To improve your study skills, communications skills, or test taking skills for this course, you are advised to seek a tutor’s assistance in the Learning Assistance Center (LAC) located in LR 114.

*Please note that the university’s policies on academic honesty apply to all work done for this course and will be strictly enforced. Please see the student handbook, and see me if you have any questions.*
CLASS ETIQUETTE

- No food, drink, or gum allowed in the studio, except for water. **KEEP THE STUDIO CLEAN** by throwing away your trash and **taking your shoes off when you enter the room**.

- Arrive 5-10 minutes early for class in order to dress, to socialize, to review material, and for your pre warm-up.

- Tardiness will affect your grade. If you arrive 15 minutes after warm-up has begun, you may not join class. You are expected to take notes and turn them in at the end of class.

- Turn all cell phones and pagers off when you enter the studio. *Leave the world behind.*

- Please bring out the Barres and begin your own **Warm-up** upon entering

- There should be no talking during class. *We silence ourselves to receive.*

- Please do not give unsolicited advice to other students.

- Avoid comparing yourself to other students. Each of you has unique skills, strengths, and body shapes. Allow yourself time to master skills that allude you. New approaches require patience and practice.

- **Ballet II students** are expected:
  - To remember material from each class without instructor review.
  - To remember and apply corrections given.
  - To practice on their own.
  - To work in different areas in the studio each week for barre and center work.
  - To create intermediate phrase work independently.
  - To take care of their body.
  - To improve stamina, coordination, flexibility, and overall health including weight management.

- If you must leave in the middle of class, please inform the instructor and do so quietly.

- It is proper to applaud yourself and the instructor at the end of class. Congratulate yourself on a job well done.

- **Email correspondence** should include:
  - your full name and the course title
  - correct spelling, grammar, and punctuation
  - Please read your correspondence before sending to ensure that it is not emotionally charged and positively reflects the student for which you strive to be.

- *Enjoy the journey!*
INTRODUCTION TO VISUAL BASIC PROGRAMMING
CRN: 30834/ Spring 2014  Instructor: Dr. Shin Liu

CONTACT INFORMATION
- Use the Messages section at the class Web site for all communications with me
- Campus E-mail: sliu@riohondo.edu (only use this if you can’t get to the class Web site)

OFFICE HOURS
- B100Q
  - Before/After class
- B100 - Q

COURSE PREREQUISITES (ADVISORY)
- Completion of CIT 101
- If you have any special needs, please advise me as soon as possible so that we can discuss accommodations

COURSE DESCRIPTION
"Transfers to: UC, CSU
This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals who want to continue developing their programming skills using Visual C++ programming language. This Course will cover the fundamentals of software development using the most popular language: C++. The topics covered include: designing, writing the source code, compiling, linking, executing, debugging, data types, arithmetic/logical expressions,” (RHC Catalog)

COURSE OBJECTIVES
Advisory: READ 023 or appropriate assessment; CIT 111
Transfers to: UC, CSU
This course is intended for students desiring to complete the requirements for the Computer Information Technology Degree or professionals wanting an introduction to Visual Basic Programming. This course will cover the fundamentals of software development using the most popular language – Visual Basic. Course topics include: designing programs, writing the source code, compiling, linking, executing and debugging programs, data types, arithmetic/logical expressions, procedures, decisions, repetition, arrays, processing sequential files, processing random access files, graphical display, controls and objects.

COURSE STUDENT LEARNING OUTCOME (SLO)
Upon completion of their course of study in the Computer Science Department:

- Students, when given a specification for a program or program segment, will be able to design, code, compile, test and document a solution;
CIT 115 COURSE SYLLABUS

- Students, when given a code segment, will be able to trace the execution and give the output;

Students, when given a code segment with errors, will be able to identify and correct the problems;

- Students will be able to explain concepts specific to a Visual Basic language.

COURSE GRADE

Grades earned in this course will be based on scores achieved on the following:

<table>
<thead>
<tr>
<th>Element</th>
<th>~Points</th>
<th>~Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 Chapter Tests</td>
<td>100</td>
<td>20%</td>
</tr>
<tr>
<td>15 Lab Work / Assignments</td>
<td>300</td>
<td>60%</td>
</tr>
<tr>
<td>Mid Term Exam</td>
<td>50</td>
<td>10%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>50</td>
<td>10%</td>
</tr>
<tr>
<td></td>
<td>500</td>
<td>100%</td>
</tr>
</tbody>
</table>

I do NOT offer extra credit assignments.

GRADING SCALE

A = 90% and above          C = 70-79%          F = less than 60%
B = 80-89%                 D = 60-69%
ACADEMIC INTEGRITY
“A student who cheats may be assigned an academic penalty grade at the discretion of the instructor of record.” (RHC Policy) **All graded assignments are to be the result of the student’s individual effort.** Computer files may NOT be copied from other students (with or without their permission). I will tell you if an activity is group work.

CLASS PARTICIPATION
You must attend class if you expect to master the material presented in this course. I run this class like a business. If you have three absences, you will be dropped from the course. If the third absence occurs after the last day to drop, I will deduct 10 points from your total point score for every absence (starting from the beginning of the semester).

LATE WORK
Lab work/assignments are due on the specified due date. I do NOT accept late work.

STUDY / LAB TIME
Plan to spend 6-10 hours per week outside of class on reading and Lab work.

TEXTBOOKS & MYITLAB ACCESS CODE

DROP PROCEDURE
If you decide to drop this class, it is **YOUR** responsibility to complete the drop procedure using AccessRio. If your name continues to appear on the class roster after the last official drop date, you will receive the grade you have earned in the course, based on your total points earned.

IMPORTANT DATES
Course Duration .......................................... August 27-December 10, 2013
Last day to drop with a refund.................... September 4, 2013
Last day to drop without a “W”.................... September 16, 2013
Last day to drop with a “W”....................... October 28, 2013

COMPUTER LABORATORY
The Rio Hondo College District Computer Lab is located in the Business Building, room B108. The Lab has copies of our course textbooks that you can check out for use in the Lab, and also has all the software needed to complete your Lab work/assignments. The Lab is open during the following hours:
- Monday-Thursday 8 a.m. to 7 p.m.
- Friday 8 a.m. to 1 p.m.

MATERIALS NEEDED
- Optional: flash drive
ENGLISH 101
COLLEGE COMPOSITION AND RESEARCH

ENGL 101 is a transfer-level writing course designed to help students accomplish the following learning objective:

- Given a topic or by choosing a topic, the student will write an essay supporting a thesis by incorporating evidence from various sources and documenting said sources using MLA format. The student should be able to clearly demonstrate a thesis, use good analysis of outside sources, incorporate source material smoothly and accurately, and use MLA format correctly.

Our textbook is Bullock’s *The Norton Field Guide to Writing: With Readings and Handbook* (third edition). You also need the seventh edition of Hacker’s *Rules for Writers* (with CompClass). I also strongly recommend you bring a dictionary to class for use during class discussions and in-class writing assignments.

I. In order to complete this course successfully:

- Plan ahead so that you meet all deadlines. Late work is not accepted except in the very rare case of a documented emergency. Papers are due when I collect them in class.
- I do not accept assignments via email. If you miss class on a due date, leave a hard copy of your assignment in my mailbox in room A-219 BEFORE CLASS with a time stamp and valid signature from office personnel.
- Save all papers that I return to you, and keep copies of what you turn in to me.
- Be on time and have excellent attendance. A maximum of 3 absences is allowed during the semester before I may drop you from the class for nonparticipation.
- Let me know if you come to class late or if you need to leave early. Students who fail to do so will be marked absent.
- Use lab time wisely. The tutoring and other resources in the Writing Center (room LR-124) can help you complete your papers, reading assignments, and online modules successfully. Use lab time to improve and refine some of the skills we cover in lecture as well as learn new skills. Do not use lab time to surf the Internet, text, or socialize.

II. Assignments and grades for this course will proceed as follows:
• There will be four (4) formal essays worth 150 points each. **As in a math class, students must “show their work.”** Turn in prewriting materials, notes, outlines, and rough drafts with each of these four essays. Essays submitted without these materials will not be accepted.

• Attendance, discussion participation, and in-class writing assignments (both individual and group) will be worth 100 points total.

• There will be open-book midterm and final exams worth 100 points each.

• Students must attend the lab component for this course in the Writing Center (LR-124). The lab attached to this course meets Thursdays from 5:25-6:50PM. The work you complete in the lab (hours of attendance, online modules, and conferences) is worth 100 points total.

• One thousand total points are possible for the semester. Students who earn at least 900 points earn an “A” for the semester, 800-899 earns a “B,” 700-799 earns a “C,” 600-699 earns a “D,” and below 600 is a failure.

**III. Academic integrity matters:**

• Never turn in any work that is not yours. “Cheating” on any part of any assignment in this class will result in failure for the course and a report to the Dean of Communications and Languages.

• To receive appropriate help with your assignments, ask me, a campus librarian, or one of the tutors in the labs. Do not have friends or family members “proofread” or “correct” your paper for you.

• Never use someone else’s writing, words, or ideas unless you cite the original source using proper MLA format.

• Paraphrasing (changing some or all of the wording of someone else’s work) is still plagiarism if you do not cite the original source.

**IV. Assistance:**

• Any student with a disability who believes that s/he may need accommodations in this class is encouraged to contact the Disabled Students Programs and Services (DSPS) office as soon as possible. The office is located on the third floor of the Student Services Building (SS-330).
Positive Psychology
Psychology 180
Fall 2013
Room A228
Tu/Th 9:40 – 11:05

Instructor: Dr. Kevin Smith
Office Hours: Mon/Wed 8:30-9:00, Tues/Thur 8:15-9:30
Office Location: A221G (in the Social Science Division Office)
E-mail: ksmith@riohondo.edu
Website: http://faculty.riohondo.edu/ksmith

This course focuses on the research, theories, and ideas surrounding promoting and maintaining well-being, good health, and happiness. Students will explore topics in the field of positive psychology including but not limited to wellness, optimism, flow, happiness, and positive thinking. This course is beneficial for students that are Psychology majors and students that are interested in learning about positive psychology.

Text
ISBN: 0-19-518833-0

Supplemental Texts

*Flow: The Psychology of Optimal Experience*, Mihaly Csikszentmihályi

*Learned Optimism: How to Change Your Mind and Your Life*, Martin Seligman

*The Pursuit of Happiness: Who is Happy and Why?*, David Myers

*Authentic Happiness: Using the New Positive Psychology to Realize Your Potential for Lasting Fulfillment*, Martin Seligman

*Aging Well: Surprising Guideposts to a Happier Life from the Landmark Harvard Study of Adult Development*, George E. Vaillant

*The Optimistic Child: Proven Program to Safeguard Children from Depression & Build Lifelong Resilience*, Martin Seligman

*Flourish: A Visionary New Understanding of Happiness and Well-being*, Martin Seligman

*Stumbling on Happiness*, Daniel Gilbert

*Happier: Learn the secrets to daily joy and lasting fulfillment*, Tal Ben-shahar
Liking and Loving: An Invitation to Social Psychology, Zick Rubin

Health and Optimism, Christopher Peterson, Lisa M. Bossio

The Positive Power of Negative Thinking: Using Defensive Pessimism to Harness Anxiety and Perform at your Peak, Julie Norem

Positive Illusions: Creative Self-Deception and the Healthy Mind, Shelly Taylor

Grading and Exams
There will be two exams in this course. Course grades will be distributed along a modified curve if needed.

<table>
<thead>
<tr>
<th>Points/Grading Example</th>
<th>My Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semi-Weekly Reflection Assignments (20 pts each)</td>
<td>_______140</td>
</tr>
<tr>
<td>Midterm Exam: 150 pts</td>
<td>_______150</td>
</tr>
<tr>
<td>Final Exam: 150 pts</td>
<td>_______150</td>
</tr>
<tr>
<td>Happiness Project: 40 pts</td>
<td>_______40</td>
</tr>
<tr>
<td>Seminal Book Reading: 100 pts</td>
<td>_______100</td>
</tr>
<tr>
<td>Class Participation: 75 pts</td>
<td>_______75</td>
</tr>
<tr>
<td>Total</td>
<td>_______655</td>
</tr>
</tbody>
</table>

Exams
Exams will be matching questions and short answer/essay questions. The essay/short answer questions will usually make up about 50% of the exam grade and will test students on major concepts presented during that section. A study guide will be distributed approximately one week prior to the exam date.

What is expected of students in this class?
This class will not have pop quizzes or even many exams (only two!). But this class will have a decent amount of weekly work. The main idea behind positive psychology involves trying things out on your own and reflecting on these activities. So, most weeks there will be at least one and sometimes two activities that you will need to complete. Each may take anywhere from 5-10 minutes to possibly more than 45 minutes. To get the most out of the class, and to help your grade, it is highly recommended that you complete these activities.
Weekly Activities and Assignments
There are two types of activities that will be required for this course on a weekly basis. One type is homework assignments. These require a written portion to be turned in to the instructor and will be graded for points. Most homework assignments will be worth ten points each. The second type of activity is the weekly activity for the class. These do not have to be written up to be turned in. However, you will be expected to discuss the activity in class. Students may earn up to five points each week discussing this exercise. This falls under the “class participation” points outlined previously in this syllabus.

Seminal Book Assignment
Students will be required to read an extra book for this course. At the end of the first few classes, the full assignment will be distributed and discussed. Students are expected to write a 3-5 page paper on the book that was chosen and read. The writeup/summary is due Tuesday, November 26.

Attendance
Attending class is a key aspect of succeeding in this course. Some exam material may come only from lectures and the videos shown in class. Students that miss classes will miss out on this material and their grade may suffer. Although no points are given for simply “showing up,” there will be discussions in class and students will be awarded points for their participation in these. These points are available in-class only and absent students will miss out on the points. If a student will be missing class, e-mail the instructor. Excessive absences may result in the student being dropped from the class. NOTE: If you wish to be dropped from the class, I would suggest dropping yourself from the course. Sometimes students miss a bunch of classes and assume that they were dropped from the course. I do not drop students for excessive absences often, so do NOT assume that I have dropped you. Students have been surprised that they have received a failing grade for a class that they had thought they were dropped from. It is YOUR responsibility to drop yourself from the course if you wish.

Late Credit Policy
Late homework assignments will be accepted for half credit for one week after the due date of the assignment. Once this date has passed, the assignment cannot be turned in UNDER ANY CIRCUMSTANCE.

Cheating Policy:
Academic Honesty: Cheating in Psychology 180 will result in serious consequences. Any student found copying another’s work on an assignment will receive no credit for that assignment. The same penalty applies for a student who allows another to cheat off of them. If this should happen more than once, the student will receive a grade of “F” in the class and the student will be referred to the division dean for discipline. Any student who cheats on an examination will receive a zero on that exam and will be referred to the division dean.
Cell Phones and Texting
Please do not have your cell phones out in class. Texting is rude to the speaker (usually me) and will not be tolerated. If you are found to be texting, you will be asked to leave. You will not receive any credit for anything that you missed that class either.

You are responsible for your grade
Here’s what I mean by this. I don’t GIVE you any grade. You EARN your grade. At the end of the semester, please keep this in mind when you are 5 pts away from the next grade. Know that you did not earn the higher grade and thus, you will not be given the higher grade.
If you choose not to do a homework assignment, and I happen to grade that particular assignment, you are choosing to take a 3% loss for your overall grade.
If you choose not to do the seminal book/paper assignment, you will be losing 15.2% of your grade. I would highly recommend completing all of the homework assignments and the paper assignment.

Student Learning Outcomes:
Throughout the semester, your performance on multiple student learning outcomes will be evaluated. In particular the outcomes which will be assessed this semester include--but are not necessarily limited to--the following:

Students will describe and apply the various theories regarding pleasure, such as the broaden-and-build theory and peak-end theory.
Students will evaluate the relative contributions of nature and nurture to optimism and optimistic behaviors.
Students will describe the properties of flow and explain the characteristics of individuals that are prone to experience flow.
Students will evaluate the factors that contribute to happiness and describe the problems with the research of happiness.
Students will describe and evaluate the research techniques utilized in positive psychology.
Students will explain the VIA classification of character.
To be evaluated by examination

Students with Disabilities Statement:
Any student with a disability who believes that he/she may need accommodations in this class is encouraged to contact the Disabled Students Program and Services office as soon as possible to ensure that such accommodations are implemented in a timely manner. The office is located in room S205 and the telephone number is (562) 908-3420. For transcripts of videos, please contact the instructor and one will be sent to you.

Important Dates for the Current Semester:
Last Day to Drop without a “W” grade: Sept 16
Last Day to Drop with a “W” grade: Oct 28
Biological Psychology
Psych 210
Fall 2013
MW 11:15-12:40
Room A228

Instructor: Dr. Kevin Smith
Office Hours: Mon/Wed 8:30-9:00, Tues/Thur 8:15-9:30
Office Location: A221G (in the Social Science Division Office)
E-mail: ksmith@riohondo.edu
Website: http://faculty.riohondo.edu/ksmith

This course is designed for the student who has an interest in understanding the biological processes that underlie human behavior. The biological basis of normal and abnormal behavior, including sensory systems, brain and behavior relationships, and underlying neurochemical processes will be addressed. The extent to which biological processes interact with environmental influences to determine behavior will be explored.

Text

Points/Grading Example

<table>
<thead>
<tr>
<th>Points/Grading Example</th>
<th>My Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Exam 1: 50 pts</td>
<td>_________/50</td>
</tr>
<tr>
<td>Small Exam 2: 50 pts</td>
<td>_________/50</td>
</tr>
<tr>
<td>Small Exam 3: 50 pts</td>
<td>_________/50</td>
</tr>
<tr>
<td>Midterm Exam: 100 pts</td>
<td>_________/100</td>
</tr>
<tr>
<td>Final Exam: 100 pts</td>
<td>_________/100</td>
</tr>
<tr>
<td>Library Assignments: 150 pts total (3 x 50pts each)</td>
<td>_________/150</td>
</tr>
<tr>
<td>In Class Quizzes</td>
<td>_________/50</td>
</tr>
<tr>
<td>Total</td>
<td>_________/550</td>
</tr>
</tbody>
</table>

Grading and Exams
There will be five exams in this class. Three of them will consist entirely of multiple choice questions based on the class readings and the lectures. The midterm and final exam will be a combination of multiple choice questions and essay questions. The midterm exam will cover the first half of the class and the final exam will cover information from the entire class.

Reading Guide
It is imperative that you read the book to succeed in this class. Many of my lectures will assume that you have read through the material in the book for that particular unit. It is ok to struggle with the readings- in fact, I expect that many of you will struggle with the readings (Biopsych texts can be pretty term heavy and just dense). I am here to help with that. E-mail me questions, come to office hours, or ask questions about the readings in class. I will do my best to help you with the material, even if we don’t explicitly go over it in lecture.
Also, I will provide a reading guide to aid you while reading the text. The guide mainly consists of questions to answer as you read the chapters (to ensure that you are picking up the most important material from the readings). Variations of these questions will probably show up on in class quizzes and exams.

**Cheating Policy**
Academic Honesty: Cheating in Psychology 210 will result in serious consequences. Any student found copying another’s work on an assignment will receive no credit for that assignment. The same penalty applies for a student who allows another to cheat off of them. If this should happen more than once, the student will receive a grade of “F” in the class and the student will be referred to the division dean for discipline. Any student who cheats on an examination will receive a zero on that exam and will be referred to the division dean. Cheating on the paper assignment includes plagiarizing from websites and from past students. Students found plagiarizing will receive a zero on the assignment and be referred to the division dean as well.

**Library Assignments**
Students will be required to complete three library assignments for this course. These assignments will cover important information that was not explicitly gone over in class. There will be three separate deadlines for these assignments. In addition, one extra library assignment can be completed for 20 points of extra credit.

**Makeup exam**
Students that miss a “small exam” can makeup the 50 pts by completing a modified library assignment. For this makeup, the student will need to pick a topic not currently listed among the current library assignments (with instructor approval). Then the student will need to find 3-4 scholarly journal articles on the topic and complete the assignment like the other library assignments. **Makeup points are “capped” at whatever the class average was for the exam that is being “made up.”**

**In Class Activities**
Many weeks, there will be some sort of in class handout. These will be for the students own benefit. They will not count towards the grade in any way. If you are not in class when the handout is covered, you are responsible for finding out how to fill it out correctly from a classmate.

**Attendance**
Attending class is a key aspect of succeeding in this course. Some exam material may come only from lectures and the videos shown in class. Students that miss classes will miss out on this material and their grade may suffer. Although no points are given for simply “showing up,” there will be in-class assignments and quizzes that will be for credit. These activities will be completed in-class only and absent students will miss out on the points.

If a student will be missing class, e-mail the instructor. Excessive absences MAY result in the student being dropped from the class.
NOTE: If you wish to be dropped from the class, I would suggest dropping yourself from the course. Sometimes students miss a bunch of classes and assume that they were dropped from the course. I do not drop students for excessive absences often, so do NOT assume that I have dropped you. Students have been surprised that they have received a failing grade for a class that they had thought they were dropped from. It is YOUR responsibility to drop yourself from the course if you wish.

Quizzes
In class quizzes will be given many classes. These quizzes will be based on the readings for that day. Because of this, students should make sure that they read ahead of the lectures.

Late Credit Policy
Late assignments will be accepted for half credit for one week after the due date of the assignment. Once this date has passed, the assignment cannot be turned in UNDER ANY CIRCUMSTANCE.

Cell Phones and Texting
Please do not have your cell phones out in class. Texting is rude to the speaker (usually me) and will not be tolerated. If you are found to be texting, you will be asked to leave. You will not receive any credit for anything that you missed that class either.

You are responsible for your grade
Here’s what I mean by this. I don’t GIVE you any grade. You EARN your grade. At the end of the semester, please keep this in mind when you are 5 pts away from the next grade. Know that you did not earn the higher grade and thus, you will not be given the higher grade.
If you choose not to do a library assignment, you are choosing to take a 9.1% loss for your overall grade. That means that if you get a 98% overall in the class, when the missed assignment is added into the grades, you will get an 88.9% in the course and earn a B.
If you choose not to do two library assignments, you will be losing 18.2% of your grade.
If you choose not to do any of the library assignments, you will be losing 27.3% of your grade. I would highly recommend completing all of the library assignments.

Students with Disabilities Statement
Any student with a disability who believes that he/she may need accommodations in this class is encouraged to contact the Disabled Students Program and Services office as soon as possible to ensure that such accommodations are implemented in a timely manner. The office is located in room S205 and the telephone number is (562) 908-3420.

Important Dates for the Current Semester:
Last Day to Drop without a “W” grade: Sept 16
Last Day to Drop with a “W” grade: Oct 28
**Student Learning Outcomes:** Throughout the semester, your performance on multiple student learning outcomes will be evaluated. In particular the outcomes which will be assessed this semester include--but are not necessarily limited to--the following:

1. Students will apply the concepts of equilibrium potential, diffusion, electrostatic forces, and selective permeability to make predictions about the movement of ions.
2. Students will describe the structure and function of the sensory organs and the perceptual processes that accompany them.
3. When presented with a drug and a particular synaptic mechanism of action, students will be able to classify the drug as an agonist or antagonist appropriately and make predictions about overall activity levels.
4. When presented with a specific experiment, students will be able to identify the research techniques employed and the limitation to these techniques.
5. When presented with a list of symptoms, students will be able to make predictions about likely brain areas that have been damaged and neurotransmitter systems that have been affected.
6. Students will describe the biological evidence in the sexual orientation debate and the limitations of these studies.
Management 101 Online Course Syllabus

Instructor Contact Information
Name: Gene Blackmun III
Email: eblackmun@riohondo.edu
Office location: B-100-G
Office hours: Online…I usually respond to email within 24 hours during the week
Phone: 562 463-7350…not usually in my office during the summer

Test Book Information
Required reading: Contemporary Business, by Boone and Kurtz, 14th edition, Wiley Publishing

Course Policies
Introduction: The following course policies will make it easier for each student to understand what is expected of him/her throughout the tenure of the semester.

Additional information: HONESTY: Students will be held accountable to the Rio Hondo Community College District Academic Honesty Policy. A student found cheating on any exam or assignment will receive no credit for that exam or assignment. A second instance of cheating will result in a failing grade for the course. This means that students are required to do their own work. Students are allowed to study in groups and exchange ideas; however, all tests and assignments must be done on an individual basis.

WORK SCHEDULE: There will not be a prescribed time in which you will have to be online each week. This course is designed to allow each student maximum freedom in determining when you complete your work. Please pay close attention to our class schedule for weekly assignments. You will be required to submit a chapter test or more each week. There will also be other short answer or case study assignments given throughout the semester as well. Sunday, at midnight, is the weekly due date for all of that week’s work. I will be somewhat lenient the first week of the semester with due dates as I know that several students will be purchasing text books online and it may take a week or two to tender delivery. As we progress into the semester, I will become stricter with due dates. Late work will be subjected to a reduction in points. Plan your time accordingly so you can complete all your work in a timely fashion and receive maximum credit.

STUDENT LEARNING OUTCOME: Analyze a business situation and recommend a plan for improvement using a general set of knowledge from the
functional areas of business which would include: marketing, management, finance, accounting, and the general business environment.

**E-MAIL POLICY:** It is my practice to return your emails as soon as possible. If you email me during the school week (Monday-Thursday), you will probably receive a response that same day. The college is trying to establish a 48-hour return email policy. Even though this is not yet in practice, you should always receive a response from me within this timeline. If you email over the weekend, it is possible that I will not respond until Monday morning. I still check email during the weekend, but not as often as I do during the week. For the quickest response, use the email address at the top of this syllabus. You can certainly send me a Blackboard message; however, I don't check this message board more than once a day.

**CLASS SCHEDULE FOR SUMMER 2014**

<table>
<thead>
<tr>
<th>Week of June 17-23</th>
<th>Complete chapter tests 1 and 2; review stock market assignment; <strong>complete discussion board assignment #1 by June 18th</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Week of June 24-30</td>
<td>Complete chapter tests 3, 4, and 5; <strong>case study #1 due by June 30th</strong></td>
</tr>
<tr>
<td>Week of July 1-7</td>
<td>Complete chapter tests 6, 7, and 8</td>
</tr>
<tr>
<td>Week of July 8-14</td>
<td>Complete chapter tests 9, 10, and 11; <strong>case study #2 due by July 14th</strong></td>
</tr>
<tr>
<td>Week of July 15-21</td>
<td>Complete chapter tests 12, 13, and 14</td>
</tr>
<tr>
<td>Week of July 22-27</td>
<td>Complete chapter tests 15, 16, and 17; <strong>stock market assignment due by July 26th</strong></td>
</tr>
<tr>
<td><strong>Last day to submit work 7/27</strong></td>
<td>This is the last day I will be able to accept any late course work for partial credit if you would like it to count toward your final course grade.</td>
</tr>
</tbody>
</table>

**Reminder:** The Sunday of every week at midnight is the last time to turn in assignments or tests--this will be our cut-off.

<table>
<thead>
<tr>
<th>17 chapter tests <strong>@ 20 points each= 340 points</strong></th>
<th>A=90-100%</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 case study assignments <strong>@ 50 points each=150 points</strong></td>
<td>B=80-89%</td>
</tr>
<tr>
<td>2 discussion board assignments <strong>@ 10 points=20 points</strong></td>
<td>C=70-79%</td>
</tr>
<tr>
<td></td>
<td>D=60-69%</td>
</tr>
<tr>
<td><strong>Total Points Possible = 510 points</strong></td>
<td>F=59% and below</td>
</tr>
</tbody>
</table>
Rio Hondo College
Department of Physical Education
Spring 2014
PE 104 Volleyball I

Instructor: Teddi Esko
Phone: (562) 692-0921 ext. 7411  tesko@riohondo.edu
Class Meetings: Tuesdays & Thursdays 7:00pm-8:30pm  Room: G100 (Gymnasium)

Course Description
PE 104  This course is a beginning class designed to present the basic fundamentals of volleyball such as serving, passing, setting, hitting, and team play. Rules and class competition are included.

Students Learning Outcome
PE 104  The students will be able to perform the five basic volleyball skills; serve, pass, set, hit and block.
PE 204  The students will be able to perform the five intermediate volleyball skills; serve pass, set, attack and block.
PE 104  The student will understand and interpret the rules of volleyball.

Course Objective
Students will be able to:
  *Demonstrate basic proficiency in the forearm pass, set, spike, block and serve.

Course Procedures:
Wear activity clothes and shoes (no black sole shoes). NO JEWELRY, HATS OR CELL PHONE USE! Warm-up includes jogging 5 laps, stretching, then ball warm-up with a partner or against the wall. The class will entail group drills for skill acquisition and game play.

Grading Policy
Grades are based on participation, effort and attitude. All students begin the class with an “A”. Lack of participation or unsportsmanlike conduct will lower this grade.

A = 0-1 absences
B = 2 absences
C = 3 absences
D = 4 absences
F = 5 or more absences

Tardy Policy
Class begins at 7:00pm. Late to class will result in the following consequences.

1-none
2-lose ½ a grade point
3-lose a full grade point
4-1 ½ grade points
5-2 full grade points

Make-up Policy
Absences may be made up within three weeks. (see instructor for assignment).

Children On Campus Policy
Children are not allowed in the gym or in the Physical Education area unsupervised. Please do not bring your children to class. ONLY ENROLLED STUDENTS ARE ALLOWED IN THE GYM DURING VOLLEYBALL CLASS.
Rubric for Evaluation of a Student Learning Outcome

Course: **PE 104-Volleyball I**

<table>
<thead>
<tr>
<th>Performance standard</th>
<th>Excellent</th>
<th>Satisfactory</th>
<th>Unsatisfactory</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students will take a written exam on the rules of volleyball.</td>
<td>80%</td>
<td>70%</td>
<td>Below 69%</td>
</tr>
<tr>
<td>Students will perform the 5 basic skills of volleyball: serve, pass, set, spike and block.</td>
<td>Student can perform 4 out of 5 of the basic volleyball skills.</td>
<td>Student can perform 3 out of 5 of the basic volleyball skills.</td>
<td>Student performs less than 3 of the 5 basic volleyball skills.</td>
</tr>
</tbody>
</table>
TUESDAYS 3:50 – 7:00pm

INSTRUCTOR: Robin Siara

E MAIL: rsiara@riohondo.edu

OFFICE HOURS: by arrangement


Authors: Paul M. Insel and Walton T. Roth

This is a basic health education course including physical fitness, nutrition, smoking, alcoholism, substance abuse, ageing, stress, psychological health, and degenerative diseases.

STUDENT LEARNING OUTCOME: Students will collect data on their own individual food intake over a two day period. The student will evaluate the quality of their own diet by calculating percentage of calories from nutrients. This will be done as a laboratory assignment during the 5th week of each semester.

**GRADES:**

A= 900-1000 POINTS
B= 800- 899 POINTS
C= 700- 799 POINTS
D= 600- 699 POINTS
F= less than 600 POINTS
This class consists of the following:

4 TESTS worth 100 points each (400 total points)

4 Article Reviews worth 75 points each (300 total points)

Final Project worth 200 points

Attendance and Participation worth 100 points

1000 total points possible

CLASS POLICIES

1. Punctuality – tardiness will affect your attendance grade
2. No make-up exams except in extreme circumstances at the discretion of the instructor
3. Participation in class discussions is encouraged...this is part of your grade!!!!
4. No cell phones....at all!!!!
5. No cheating of plagiarism – Refer to the Rio Hondo catalog for specific information on the college academic honesty policy.

It is the student’s responsibility to alert their instructors of any special accommodations or needs that they might require. Students with verifiable disabilities who want to request academic considerations are responsible for notifying the instructor and DSPS.

FORMAT:

1. We will have 4 tests, each worth 100 points. You will need to provide a scantron
2. There will be 4 Article Reviews each worth 75 points. One of these will be presented orally. Due dates are 2/18, 3/18, 4/15 and 5/6.
3. Your Final Project is worth 200 points and is due the last day of class, MAY 21. More information will follow about the format of the paper.
4. Attendance and participation in class discussions is worth 100 points at the discretion of the instructor.
Instructor: Marie G. Eckstrom
Course: Reading 023: Reading College Textbooks (CRN # 33503) ONLINE
Contact: Phone (562) 692-0921, Extension 3113
Email: meckstrom@riohondo.edu

Course Description
Welcome to Reading 23. This is a course designed for students who need/want to improve their reading competencies in order to succeed in other college classes. Areas of emphasis will include reading strategies essential in the following academic areas: social sciences, sciences and technology, and humanities. The course also introduces some of the vocabulary associated with each academic area. This is a non-degree credit course and is offered on a PASS (P)/ NO PASS (NP) basis.

Student Learning Outcome
When reading textbooks and additional course materials, students will be able to implement appropriate reading strategies in order to ensure comprehension related to academic success at the college level.

Textbooks and Supplies
MyReadingLab. Pearson (packaged with the text) or purchased from Pearson Publishing. If you purchase the access code to MyReadingLab, please ask for my course, eckstrom73557. The cost of this program if you purchase it separately is $18.00. But you need to buy it directly from Pearson Publishing.

Please note: A copy of the textbook is on reserve in the library, so there is no excuse for getting behind on the work.

A college dictionary such as The American Heritage Dictionary in addition to any two-language dictionaries you might already use.

Important Information
This course is not difficult. All you need to do is keep up with the work. All the work is very do-able! If you keep up with the work you will pass the course. If you get behind on the work, you probably will not pass the course. If you have questions or concerns about the work, please e-mail me as soon as you encounter difficulties.

- Late Assignments: YOU WILL NOT RECEIVE CREDIT (POINTS) FOR LATE WORK; in fact, you cannot even submit them because all assignments in Blackboard are time sensitive: they open and close on specific dates and times. All assignments open on Saturday at midnight and close on the following Friday at 11:30 p.m. Look over the
assignments, and see if you can keep up with the work. **You can always work ahead and wait to submit the work.** If you get behind, you probably will not pass the course because you will get overwhelmed with the work.

- **Time Commitment:** You will need to spend about six (6) hours a week on this course. If you do a little every day, you can complete the work. **Don’t wait until the day the work is (Friday) to start the assignments.** It is best to do a little work each day.
- **Problems:** If you have a problem with anything, please e-mail me. I like to run a tight course, but I do understand if you have a problem.
- **Important Dates:** The last date to drop courses without a W is February 28. The last date to drop courses with a W is April 9. It is your responsibility to drop if you stop participating.
- **Cheating:** Cheating in all its form will not be tolerated. Any student who cheats will receive a NC in the course and be referred to the Dean of Student Affairs.

**Reading 23 Assignments**

All assignments must be completed on time in order to earn points.

**Online Orientation:** Even if you have taken an online course before, please click into the Online Orientation and review it before you begin the course.

**Syllabus Quiz:** Print out ALL the materials contained in the Syllabus and Other Assignments and read them thoroughly. Then click into **Syllabus Quiz** inside the Syllabus and Other Assignments content tab. The **Syllabus Quiz** is worth 100 points.

**Discussions:** There will be one discussion prompt each week. I will post a question/prompt, and I expect everyone to respond to it. You must also respond to at least two other students’ posts. You will earn points for answering the discussion question. Each response is worth a possible 20 points and each of the two (minimum) responses to other students’ posts will be worth a possible 5 points each. This means that the total possible number of points for each Discussion is 25. You will earn points based on the rubric below. The total number of points possible for all the Discussions is 240. You must also complete the Discussions on time to earn the points. You cannot submit discussion posts after the due date. Discussions open on a Saturday and close on the following Friday.

**Rubric for Response to Discussion Prompt**

- **15 points:** At least three well-constructed paragraphs exhibiting thoughtful responses; few or no grammar, spelling, punctuation, or style errors.
- **10 points:** At least two paragraphs; may contain some grammar, spelling, punctuation, or style errors.
- **5 points:** At least one paragraph; may contain several grammar, spelling, punctuation, or style errors.
- **0 points:** Less than one paragraph.

**Rubric for Responses to Other Students’ Posts (minimum of 2 responses)**
• **5 points:** At least one well-constructed and thoughtful paragraph response.
• **0 points:** Less than one well-constructed and thoughtful paragraph response.

Please note: Paragraphs are generally six to ten sentences in length. Responses containing rude or otherwise offensive remarks will not receive any points and the writer will be subject to disciplinary action through a referral to the Dean of Student Affairs.

**Telephone Conferences:** There will be three opportunities to have a telephone conference with me about your progress in the course. I ask you to call me during Week 3, Week 7, and Week 11 for a very short conference call. We will talk about your grades and progress toward passing this course. You will need to call me at 562-463-3113 sometime during the weeks listed above. My office hours are 10:30 to 11:15 a.m., Monday through Thursday, so that is the best time to call me. When you call during the weeks listed above, you will earn 75 points for each conference call. Of course, you can call me anytime during those office hour times to talk about anything in the class. But you will only earn the 75 points per conference call during Weeks, 3, 7, and 11. By the way, leaving a voice mail message will not earn you the points.

**RAD:** *Reading Across the Disciplines: College Reading and Beyond, 5th ed.* Read and annotate your text as you read.

**RAD: Reading Skills:** Chapters 1-10. Read and complete all the exercises in pencil in your textbook. Check your answers in the RAD: Reading Skills Suggested Answer Sheets. There will be a quiz for each of the chapters in this section of the book.
**RAD: Reading Skills Suggested Answer Sheets:** These sheets contain suggested answers for the exercises in the first 10 chapters of your textbook. Don’t cheat yourself! Actually do the reading and the exercises BEFORE consulting the suggested answers.
**RAD: Power Point Presentations:** These are Power Point Presentations based on the first 10 chapters of your textbook. You should click on them and review the material before taking the RAD: Reading Skills Quizzes.
**RAD: Reading Skills Quizzes:** Take the chapter quizzes after reading the appropriate chapter in the text, doing the exercises and checking your answers, completing the appropriate MRL lessons(s), and reviewing by looking at the Power Point Presentations. Each quiz contains 10 multiple choice questions worth two points each. The total number of points possible for the semester in RAD: Reading Skills Quizzes is 200 points. Please note that once opened, the quizzes must be completed. You cannot return to the quizzes after they are opened.

**RAD Academic Reading Selections:** These reading selections are located in the second half of your textbook. Your work in these reading selections begins during the 9th week of the semester. You should read, annotate the selections, and complete the answers to the exercises following each selection. You may find it helpful to pencil in the answers in your textbook and then use that information to complete the exercises online. Click on RAD: Academic Readings Selections to complete these assignments. Each question is worth one point, and each selection is worth a varying number of points. The total number of points for RAD: Academic Reading Selections is 714. Please note that these tests must be completed once they are opened. You cannot return to them after they are opened.
**RAD: Short Essays:** There is a short essay prompt following each reading selection. Click on RAD: Short Essays to access them. Each of the 16 short essays is worth a possible 15 points for a possible total of 240 points. The short essay will be graded according to the following rubric.

- **15 points** = at least three paragraph (no style errors)
- **10 points** = at least two paragraphs (very few errors)
- **5 points** = at least one paragraph (few style errors)
- **0 point** = less than one paragraph (several style errors)

Paragraphs are generally not less that six to ten sentences in length. Style errors are errors in spelling, grammar, punctuation, etc. Please proofread your writing before submitting it.

**Midterm Exam:** The Midterm Exam will cover all the material in chapters 1-10. Each quiz is worth a possible 200 points. You must complete all of the MRL skills modules before starting the test. If you take the Midterm before completing all the MRL skills modules, I will delete your score until the modules are completed. Completing the modules before taking the test will significantly contribute to your doing well on the test.

**RAD: Academic Reading Selections:** These reading selections are located in the second half of your textbook. Your work in these reading selections begins during the 9th week of the semester. You should read, annotate the selections, and complete the answers to the exercises following each selection. You may find it helpful to pencil in the answers in your textbook and then use that information to complete the exercises online. Click on RAD: Academic Readings Selections to complete these assignments. Each question is worth one point, and each selection is worth a varying number of points. The total number of points for RAD: Academic Reading Selections is 675.

**MRL: MyReadingLab:** This is an external and professional software program you must complete during the course. The program is published by Pearson publishers. If you buy the textbook new at the bookstore, the access code is included in the shrink-wrapped purchase. This is the fastest and cheapest way to obtain the materials for the course. If you purchase a used book, you will need to purchase the access code separately, and this will probably cost you more money and time. And you need to start working during the first week of the semester.

Copy and paste this URL to see a video explaining how to register and/or how to purchase an add code if you did not receive one with the purchase of a new textbook.

http://screencast.com/t/IAZx1KUA4P

- **MRL Skills Modules:** If you do not pass the skills lessons at 70% or higher, I can re-set the lesson (one time during the week it is due), but you lose 15 points (from 25 to 10 points only). So it is far better to do the lesson correctly the first time, so you earn the
maximum number of points. The 27 skills lessons are worth 675 points total (27 @ 25 points each).

- **MRL Lexiles**: The 16 Lexile readings are worth 15 points each for a total of 240 points. The Lexiles contain two sections; be sure to do both of them in order to earn the points.

**Final Examination**: This is your final assessment. It is worth 200 points. You will be assigned a reading to prepare. After preparing the reading, you will be able to click into the exam and complete it. You must complete the exam once it is opened; you cannot save your work and go back to it later.

**Grades**: All assignments will be awarded a point value. The total possible is 3344 and you need at least (70% of the total number of point possible) to pass the course.

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus Quiz</td>
<td>100 points</td>
</tr>
<tr>
<td>Discussions, 16 @ 25 points each</td>
<td>400 points</td>
</tr>
<tr>
<td>for a total of</td>
<td></td>
</tr>
<tr>
<td>Telephone Conferences 3 @ 75</td>
<td>325 points</td>
</tr>
<tr>
<td>points each</td>
<td></td>
</tr>
<tr>
<td>RAD: Reading Skills Quizzes, 10</td>
<td>200 points</td>
</tr>
<tr>
<td>@ 20 points each for a total of</td>
<td></td>
</tr>
<tr>
<td>RAD: Academic Reading Selections</td>
<td>714 points</td>
</tr>
<tr>
<td>16 @ (varying points)</td>
<td></td>
</tr>
<tr>
<td>RAD: Short Essays, 16 @ 15</td>
<td>240 points</td>
</tr>
<tr>
<td>points each for a total of</td>
<td></td>
</tr>
<tr>
<td>MyReadingLab</td>
<td></td>
</tr>
<tr>
<td>Lexile Diagnostic</td>
<td>50 points</td>
</tr>
<tr>
<td>Skills Lessons: 27 @ 25 points</td>
<td>675 points</td>
</tr>
<tr>
<td>each for a total of</td>
<td></td>
</tr>
<tr>
<td>Lexile Readings: 16 @ 15 points</td>
<td>240 points</td>
</tr>
<tr>
<td>each for a total of</td>
<td></td>
</tr>
<tr>
<td>Midterm and Final Exams @ 200</td>
<td>400 points</td>
</tr>
<tr>
<td>points each for a total of</td>
<td></td>
</tr>
<tr>
<td><strong>Total possible number of points</strong></td>
<td>3344</td>
</tr>
</tbody>
</table>

(Please do not let this high number frighten you. You will earn the majority of the points in the last 8 weeks of the course.)

**You must earn at least 2340 points in order to pass this course. Even if you earn the minimum number of points, you still must take the Final Examination.**

You can keep track of your points in the Gradebook in our course shell. Click on Tools, and you will find your points in My Grades.

**Assignments**

Please complete the assignments in the order given for maximum results. Assignments for the week open at midnight on Saturdays and close at 11:30 p.m. on Fridays

**Week 1 (1/25-1/31)**

- Print out the Syllabus and read it carefully. Take the Syllabus Quiz (100 points). You can find it inside the Syllabus and Other Information tab on the left column.
• Take the online orientation.

• **Discussions:** Respond to the first Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **RAD:** Read the chapter and pencil in all the responses in your textbook. Check your answers after you have completed the work.
  
  Chapter 1: “Active Reading and Thinking Strategies” (34-47).

• **MRL Modules**
  
  Enroll in *MyReadingLab*.
  
  Take the Lexile Locator. Do NOT take the Path Builder.
  
  Complete the **Active Reading skills module**

• **RAD: Power Point Presentation:** Review the material by clicking on the Power Point Presentation for Chapter 1. Read the slides and the notes below the slides.

• **RAD: Reading Skills Quizzes:** Take the quiz for Chapter 1

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**Week 2 (2/1-2/7)**

• **Discussions:** Respond to the Week 2 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **RAD:** Read the chapter and pencil in all the responses in your textbook. Check your answers after you have completed the work.
  
  Chapter 8: “Organizing Ideas” (190-215).

• **MRL Modules**
  
  *Note Taking and Highlighting*
  
  *Outlining and Mapping*

• **RAD: Power Point Presentation:** Review the material by clicking on the Power Point Presentation for Chapter 8.

• **RAD: Reading Skills Quizzes:** Take the quiz for Chapter 8.

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**Week 3 (2/8-2/14)**

• **Discussions:** Respond to the Week 3 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **Telephone Conference Call:** Be sure to take the time to call me this week for a conference call about your progress in the course. Call me at 562-463-3113. The best time to call me is between 10:30 to 11:15 a.m. Leaving a voice mail message does not count. The conference call is worth 75 points.

• **RAD:** Read the chapters and pencil in all the responses in your textbook. Check your answers after you have completed the work.
  
  Chapter 2: Vocabulary Building (48-57)
  

• **MRL Modules**
  
  *Vocabulary*
Week 4 (2/15-2/21)
Please note that September 16 is the last date to drop courses without receiving a W.

- **Discussions**: Respond to the Week 4 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.
- **RAD**: Read the chapter and pencil in all the responses in your textbook. Check your answers after you have completed the work.
  Chapter 4: “Organizational Patterns” (105-35).
- **MRL Modules**
  - Patterns of Organization: Time Order
  - Patterns of Organization: Spatial Order
  - Patterns of Organization: Process Order
  - Patterns of Organization: Simple Listing
  - Patterns of Organization: Division and Classification

Week 5 (2/22-3/8)

- **Discussions**: Respond to the Week 5 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.
- **RAD**: Read the chapter and pencil in all the responses in your textbook. Check your answers after you have completed the work.
  Chapter 4: “Organizational Patterns” (continued)
- **MRL Modules**
  - Pattern of Organization: Comparison and Contrast
  - Pattern of Organization: Cause and Effect
  - Pattern of Organization: Generalization and Example
  - Pattern of Organization: Definition and Example
  - 9 Patterns of Organization: 9 Patterns (Combined)
- **RAD: Power Point Presentation**: Review the material by clicking on the Power Point Presentation for Chapter 4.
- **RAD: Reading Skills Quizzes**: Take the quiz for Chapter 4.

Week 6 (3/1-3/7)

- **Discussions**: Respond to the Week 6 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.
• **RAD:** Read the chapters and pencil in all the responses in your textbook. Check your answers after you have completed the work.
  
  Chapter 5: “Reading and Thinking Visually” (136-58)
  Chapter 6: Making Inferences” (159-69)

• **MRL Modules**
  
  - Graphics and Visuals
  - Inference

• **RAD-Power Point Presentation:** Review the material by clicking on the Power Point Presentation for Chapters 5 and 6.

• **RAD: Reading Skills Quizzes:** Take the quizzes for Chapter 5 and 6.

### Week 7 (3/8-3/14)

• **Discussions:** Respond to the Week 7 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **Telephone Conference Call:** Be sure to take the time to call me this week for a conference call about your progress in the course. Call me at 562-463-3113. The best time to call me is between 10:30 to 11:15 a.m. Leaving a voice mail message does not count. The conference call is worth 75 points.

• **RAD:** Read the chapter and pencil in all the responses in your textbook. Check your answers after you have completed the work.
  
  Chapter 7: “Critical Reading” (170-89).

• **MRL Modules**
  
  - Purpose and Tone
  - Critical Thinking
  - Summarizing and Paraphrasing

• **RAD: Power Point Presentation:** Review the material by clicking on the Power Point Presentation for Chapters 7.

• **RAD: Reading Skills Quizzes:** Take the quiz for Chapter 7.

### Week 8 (3/15-3/21)

• **Discussions:** Respond to the Week 8 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **RAD:** Read the chapters and pencil in all the responses in your textbook. Check your answers after you have completed the work.
  
  Chapter 9: “Improving and Adjusting Your Reading Rate” (216-19)
  Chapter 10: “Reading and Evaluating Electronic Sources” (220-32)

• **MRL Modules**
  
  - Reading Rate
  - Memorization and Concentration
  - Reading Textbooks
  - Test Taking
  - Combined Skills
• **RAD: Power Point Presentation:** Review the material by clicking on the Power Point Presentation for Chapters 9 and 10.

• **RAD: Reading Skills Quizzes:** Take the quizzes for Chapter 9 and 10.

• **MIDTERM EXAM:** Covers RAD Chapters 1 through 10. This exam must be finished once it is opened. You cannot save your answers and return to them later. The exam is timed at two hours to complete.

**SPRING BREAK: 3/22-3/28**

**Week 9 (3/29-4/4)**

• **Discussions:** Respond to the Week 9 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **RAD: Academic Reading Selections:** Read, annotate, and pencil in your responses to the questions following the selection. Then complete the exercises/test online.
  
  Selection # 2: “The New Flirting Game” (248-59)
  Selection # 3: “Coming Into My Own” (260-68)

• **RAD Short Essays**
  1. Selection # 2: The New Flirting Game”
  2. Selection # 3: Coming Into My Own”

• **MRL Modules**
  Complete two (2) Lexile/Reading Level selections.

**Week 10 (4/5-4/11)**

Please note that October 28, is the last date to drop courses with a W.

• **Discussions:** Respond to the Week 10 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **RAD: Academic Reading Selections**
  Selection # 4: “Teen Slang” (270-80)
  Selection # 6: “Relationships and Technology” (294-305)

• **RAD Short Essays**
  Selection # 4: “Teen Slang”
  Selection # 6: Relationships and Technology”

• **MRL Modules**
  Complete two (2) Lexile/Reading Level selections.

**Week 11 (4/12-4/18)**

• **Discussions:** Respond to the Week 11 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.
• **Telephone Conference Call:** Be sure to take the time to call me this week for a conference call about your progress in the course. Call me at 562-463-3113. The best time to call me is between 10:30 to 11:15 a.m. Leaving a voice mail message does not count. The conference call is worth 75 points.

• **RAD: Academic Reading Selections**
  - Selection # 7: “Issue-Oriented and Street Art” (307-20)
  - Selection # 8: “The Hockey Sweater” (321-30)

• **RAD: Short Essays**
  - Selection # 7: “Issue-Oriented and Street Art” (307-20)
  - Selection # 8: “The Hockey Sweater” (321-30)

• **MRL Modules**
  - Combined Skills
  - Complete two (2) Lexile/Reading Level selections

**Week 12 (4/19-4/25)**

• **Discussions:** Respond to the Week 12 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **RAD: Academic Reading Selections**
  - Selection 10: “Combat High” (342-55)
  - Selection # 12: “Whether to Vote: A Citizen’s First Choice” (369-81)

• **RAD: Short Essays**
  - Selection 10: “Combat High” (342-55)
  - Selection # 12: “Whether to Vote: A Citizen’s First Choice” (369-81)

• **MRL Modules**
  - Complete two (2) Lexile/Reading Level selections.

**Week 13 (4/26-5/2)**

• **Discussions:** Respond to the Week 13 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.

• **RAD: Academic Reading Selections**
  - Selection # 14: “McDonald’s Makes a Lot of People Angry for a Lot of Different Reasons” (393-403)

• **RAD: Short Essays**
  - Selection # 14: “McDonald’s Makes a Lot of People Angry for a Lot of Different Reasons” (393-403)

• **MRL Modules**
  - Complete two (2) Lexile/Reading Level selections.
Week 14 (5/3-5/9)

- **Discussions:** Respond to the Week 14 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.
- **RAD: Academic Reading Selections**
  - Selection # 20: “When Living Is a Fate Worse Than Death” (461-69)
  - Selection # 22: “Volunteer Army” (481-93)
- **RAD: Short Essays**
  - Selection # 20: “When Living Is a Fate Worse Than Death” (461-69)
  - Selection # 22: “Volunteer Army” (481-93)
- **MRL Modules**
  - Complete two (2) Lexile/Reading Level selections

Week 15 (5/10-5/16)

- **Discussions:** Respond to the Week 15 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.
- **RAD: Academic Reading Selections**
  - Selection # 23: “Species Extinction: One Found, Many Lost” (494-507)
  - Selection # 31: “Interviewing for Success” (602-13)
- **RAD: Short Essays**
  - Selection # 23: “Species Extinction: One Found, Many Lost” (494-507)
  - Selection # 31: “Interviewing for Success” (602-13)
- **MRL**
  - Complete two (2) Lexile/Reading Level selections

Week 16 (5/17 to 5/24) FINALS WEEK

Please note that this week is longer than other weeks because it includes the final exam period.

- **Discussions:** Respond to the Week 16 Discussion prompt. Then respond to at least two other students’ prompts. Be sure to consult the rubric for Discussions to learn how you will be graded in this area.
- **RAD: Academic Reading Selections**
  - Selection # 32: “Rx for Anger at Work” (614-24)
  - Selection # 33 “What Will Be the Hot Jobs of 2018?” (626-38)
- **RAD: Short Essays**
  - Selection # 32: “Rx for Anger at Work” (614-24)
  - Selection # 33 “What Will Be the Hot Jobs of 2018?” (626-38)
- **MRL**
  - Complete two (2) Lexile/Reading Level selections.
- **FINAL EXAMINATION:** You may take the Final Examination at any time after Saturday, May 18. There is an outside reading assignment to prepare before you open
and take the exam. This exam must be finished once it is opened. You cannot save your
answers and return to them later. The exam can take up to two hours to complete.

Please note: This syllabus is subject to revision at the discretion of the instructor.
Course Overview:
This course is designed for the student who has an interest in exploring a career in business. Topics cover business operations, strategies for both, domestic and international markets, economic factors, legal regulations, management, leadership, marketing, financial operations, accounting controls, and e-commerce.

Student Learning Objectives:
Upon successful completion of this course, students will be able to demonstrate their knowledge of the major functional areas of business and use that knowledge to analyze a business situation and recommend a solution or path for improvement.

Course Text:
- TITLE: Contemporary Business
- AUTHOR: Boone
- EDITION: 14th
- COPYRIGHT YEAR: 2011
- PUBLISHER: John Wiley & Sons, Incorporated
- ISBN: 9781118114070

Course Outline:

Class: 7/8/13
- Introduction & Overview
  Ch. 1 The Changing Face of Business

Class: 7/9/13
- Ch. 2 Business Ethics and Social Responsibility
  Ch. 3 Economic Challenges Facing Contemporary Business

Class: 7/10/13
- Ch. 4 Competing in World Markets

Class: 7/11/13
- Ch. 5 Forms of Business Ownership & Organization
  Ch. 6 Starting Your Own Business

Class: 7/15/13
- Mid-Term Review and In-Class Case
Class: 7/16/13    MID-TERM (CHAPTERS 1-6)

Class: 7/17/13    Ch. Appendix “D” – Developing a Business Plan
                 Ch. 7 Management, Leadership & Internal Organization

Class: 7/18/13    Ch. 8 Human Resource Management
                 Ch. 9 Top Performance through Empowerment

Class: 7/22/13    Ch. 9 continued – Communication in the Workplace
                 Ch. 10 Production Operations Management

Class: 7/23/13    Ch. 11 Customer Driven Marketing

Class: 7/24/13    MID-TERM (CHAPTERS 7-11)

Class: 7/25/13    Ch. 12 Product & Distribution Strategies

Class: 7/29/13    Ch. 13 Promotion & Pricing Strategies

Class: 7/30/13    Ch. 14 Using Technology to Manage Information

Class: 7/31/13    Appendix “A” – Business Law
                 - Legal & Technology issues -

Class: 8/1/13     Ch. 15 Understanding the Financials
                 Ch. Appendix “C” – Personal Finance

Class: 8/5/13     Ch. 16 The Financial System
                 Ch. 17 Financial Management

Class: 8/6/13     Appendix “E” Careers in Business

Class: 8/7/13     - Final Review -

Class: 8/8/13     FINAL EXAM – (Chapters 12-17)

GRADING:
Attendance: 5 points per class, 100 points maximum
Assignments: (5) @ 20 points each, 100 points possible
2 Exams: 100 points each, 200 points possible
1 FINAL: 150 points possible
Total points possible = 550

495-550 = A
440-494 = B
385-439 = C
330-384 = D
**Course Management**

1. Please remember that classroom courtesy includes no cell phone, beeper, I-pod, etc. being utilized during class. Please see me for permission to record the lectures.
2. All people bring a wealth of personal knowledge to this course and will respect the knowledge of others and listen while others share that wisdom.
3. All people will acknowledge that cultural characteristics may influence and determine the communication practices of others and respect those differences.
4. Any case work (in teams) is a part of this course and the work should be shared by all.
5. All late homework is automatically lowered one grade.

**Tips for success in class:**
Know how you learn best:

[http://www.wright.edu/~carole.endres/learnstyles.htm](http://www.wright.edu/~carole.endres/learnstyles.htm)

Complete all assignments and be prepared to participate in class!
The purpose of Spanish 130 is to give the Spanish-speaking student the opportunity to use and practice language and grammar skills, with an emphasis on spelling and the placement of accents. We will also aim to improve reading and writing skills, as well as promote an exchange of ideas and information regarding U.S. and Latino cultures. We will read short stories and articles in Spanish in an effort to expand useful vocabulary.

Student Learning Outcome:
Using critical thinking skills, students will be able to read and analyze paragraphs for their topic sentences and content, as well as write well-constructed paragraphs using planned language (topic sentence, supporting paragraph structure). Students will be able to answer questions orally using paragraph structure as well. Furthermore, students will be able to show improvement in their Spanish language structure and usage, including problematic areas such as common spelling errors, standard vs. non-standard Spanish language, use of accent marks, and punctuation, among other topics.

Required Course Materials:
Cuaderno de Ejercicios - Spanish 130. It can be purchased at the Rio Hondo College Bookstore. Please bring your Cuaderno de Ejercicios to class every day. You will need it to participate and work in the class.

Attendance and Class Participation (5%):
As a great part of the course is communication-based, your attendance and participation are critical. Excessive absences and consistent tardiness will have a negative effect on your grade. Participation means asking and answering questions in class, actively engaging in group work, and coming to class prepared. This class meets on Mondays and Wednesdays 11:15am - 12:40pm. Plan on being here at those times.

Writing assignments (15%):
There will be several writing assignments. The topics will be assigned by the instructor. The purpose of the writing assignments is to get you writing in Spanish and using the vocabulary learned in class, as well as learning to apply correct accents and spelling.
Homework (25%):
Homework assignments will generally be assigned from the notebook (cuaderno), or from additional materials provided by the instructor. Homework will be assigned almost every class meeting. Selected exercises will be assigned as homework. You need to be in class to know which exercises are due. No late homework will be accepted.

Quizzes (25%):
There will be frequent quizzes based on the week’s material, with emphasis on spelling and accents. Quizzes are extremely important since they reflect your progress in the class week by week. There are no make-ups for quizzes.

Exams (30%):
There will be two exams: a midterm and a final. Each exam will take place at the conclusion of about eight weeks, and will cover the material studied in those eight weeks. The tentative exam date for the midterm is the week of October 14th. The date of the Final Exam is Wednesday May 21st at 11:15am (week of finals).
Spring 2014  
English 101 College Composition and Research 31232  
Class: Monday 06:30-7:55 a.m. A 213  
Writing Lab LR 124 8:05-9:30 a.m.  
Beverly Reilly, Assistant Professor of English  
(562) 463-3130 Office A217C  
Email: breilly@riohondo.edu  
Office Hours Monday 6-6:30 a.m. and 1-3 p.m.  
Tuesday 10 a.m.-12 noon  
Wednesday 6:00-6:30 a.m.  
And by appointment  

Syllabus and Tentative Calendar  
Hacker, Diana. Rules for Writers with CompClass Rio Hondo Custom Bundle. 2012.  
Materials: Blue or black pen; no pencil or whiteout; 8x11 (or thereabouts) manila envelope for journal writing.  

Course Description: 3.5 units; 54 lecture hours; 27 lab hours. “This is a composition course that enables students to generate logical, coherent essays and reports necessary to academic and professional success. Students will become proficient in research techniques, learn critical reading and thinking skills through expository and persuasive reading selections, and apply these skills to creating original essays and a final research paper. The lab component of this course is designed to assist students in improving and refining their writing and language skills. Students will complete lab activities that enhance their ability to compose logical, well-supported arguments that exhibit grammatical fluency and correct documentation form. Students will meet with composition instructors through individual conferences that address students’ specific writing concerns. This course is designed for students who wish to fulfill the General Education requirement for Written Communication” (RH College Catalog 2013-2014). Assignments for this specific section, Mrs. Reilly’s class, will be drawn from current events and contemporary issues. 

Student Learning Outcomes  
- The student will formulate a clear thesis statement;  
- The student will analyze and incorporate source material smoothly and accurately;  
- The student will document sources correctly in MLA format;  
- The student will employ standard conventions of grammar and mechanics. 

Course Goals  
- Fulfill the requirements for transfer-level Freshman Composition;  
- Adapt writing to the expectations of various audiences;  
- Distinguish between exposition and argument/persuasion essays;  
- Use researched evidence to support a thesis statement;  
- Format and construct research essays according to Modern Language Association (MLA) style documentation;  
- Use clear logical critical thinking to construct both expository and argumentative essays. 

Course Requirements  
- Regular participation—participation requires attendance. Students must attend 80% of the classes offered. Students must email if going to be absent. I may drop a student after three absences. Non-participation drops occur after fourth week.  
  o The best way to reach me is via email. To ensure your email does not end up in my spam folder and for a faster response, please do the following:  
  o Please include your full name, and don’t expect that I can figure out who hotpotato@yahoo.com really is.
If you have ever changed your name since attending Rio Hondo, your user name and email might not match, so make sure to always use both.

My response time to any email may vary from one hour to one day. Be patient.

- Reading all assigned material from text and handouts;
- Four short essays; each essay will include increasing MLA documentation.
- One mandatory timed, in-class essay
- One long, research paper that receives a grade of C or better—a failing paper is a failing class.
- Lab activities and conferences are mandatory.
- Withdrawals must be completed according to college policy.
- A final exam that receives a grade of C or better—a failing final automatically lowers the semester grade.
- Withdrawals must be completed according to college policy. The last day to drop a class with a “W” is April 9, 2014.

If you are a disabled student and have need of special accommodations, it is your responsibility to alert me in person, by telephone, or by email. See Schedule of Classes.

All work turned in for peer evaluation or instructor evaluation must be original. All written work completed outside class must closely correspond to written work completed inside class. **Plagiarism is the act of presenting the words, work, or opinions of someone else as if they were the original work of the submitter. These may be the products of another student or relative or friend or a professional writer or from any source where the author is unknown—encyclopedias, magazines, textbooks, or models used by your instructor. Plagiarism=cheating=F.** See Schedule of Classes Academic Integrity.

- All papers must be submitted through Safe Assign before submitting as a final draft.
- All cell phones are to be turned off before entering the classroom. Texting or use of cell phones will result in the user being asked to leave class immediately for remainder of the class.
- If you need to improve your study skills, communications skills, or test taking skills for this course [in addition to the hours in the Learning Lab], you are advised to seek a tutor’s assistance in the Learning Assistance Center (LAC) located in LR 114.

**Grading Rubric**

- Participation 100
- Four short papers 400
- One in-class essay 50
- One long research paper 200
- Oral presentation 50
- Journal and homework 100
- Writing Lab 100

**Lab Modules Required** two will be required with each short essay

1. Introduction and thesis
2. Run-on, fragments, comma splices
3. Comma use
4. Subject/verb agreement
5. Active vs. passive voice
6. Evaluating sources
7. Incorporating sources in your essay
8. MLA—in-text citations

The remainder modules will be of your choice, modules to help you with any issues that may crop up in your writing with each essay. Final Exam-50; 900-1000=A; 800-900=B; 700-800=C; 600-700=D; 0-599=F
Rio Hondo College  
PE 148 Strength Training  
Spring 2014

Instructor: Steve Johnson  Email: sjohnson@riohondo.edu  Phone: (562) 463-7403 
Office: PE112  Class Day/Time: Tuesday/Thursday 11:15am – 12:40pm 
Class Dates: 1/28/14 – 5/15/14  
No Class March 25-27(Spring Break)  Final Exam Thur. May 22nd

Course Description:
- This course is designed to meet the needs of daily physical exercise for life long fitness and health.
- The course provides aerobic conditioning through the activity of strength training.

Student Learning Outcomes:
To perform customized workouts individually designed by each student to fit their personal needs. Muscular strength, cardiovascular activity and flexibility will all be a part of their workout.

Grading Policy: Your grade will be based upon Attendance, Workout Journal and Final Exam. If you leave class early without prior approval, you will not get credit for participation for that day. If you do not fill out your workout journal for the day you will not get credit for that day.

Participation and Attendance = 145 pts  
(5 pts per class session starting Jan. 30th)

Workout Journal = 145 pts  
(5 pts per class session starting Jan. 30th)

Final Exam = 30 pts  
(May 22nd at 11:15am. You must attend last day of class and take final to pass)

Total Points = 320 pts
320 – 288 = A  287 – 256 = B
255 – 224 = C  223 – 192 = D
191 = F
Rules and Procedures:
1. Students should be properly dressed for class participation. No open toed or black soled shoes (boots), no tank tops, no jeans, and no head rags or hats. Students must bring a towel. No bags in the weight room utilize the day lockers and bring your own lock. Students not properly dressed can and will be asked to leave and will not receive credit for the day.
2. No Cell Phones – Using your cell phone or your cell phone going off is grounds for removal from class.
3. Keep your behavior and language appropriate.
4. Participation includes student involvement in all class activity. Students must attend final day of class to get credit for class.
5. Attendance is important to the success of the class as well as student’s success within the class. Students will be dropped after 5th absence.
6. Students are responsible for dropping if they have excessive absences that will result in a failing grade.
7. The Rio Hondo College faculty takes academic honesty very seriously. For more information regarding academic dishonesty and possible actions please refer to the current school catalog.

If you need to improve your study skills, communications skills, or test taking skills for this course, you are advised to seek a tutor’s assistance in the Learning Assistance Center (LAC) located in LR 114.
Course Syllabus
ANIM 101
VIRTUAL MEDIA: 3D MODELING AND TEXTURING
4 Units
Spring 2014

Room:  LRC 104
T-TH  8:00am - 11:00am
David Dawson
Cell:  623-225-8127
ddawson@riohondo.edu
Office hours:
T TH 7:30-8:00 AM
T TH 11:00-12:00 PM
Office: LR 104
http://davidscottdawonart.blogspot.com

Course Description
This course will cover the workflows and procedures used in modeling 3D assets for production. We will follow this up with a comprehensive look at lighting, rendering, rigging and animation. The assignments are geared to introduce you to the production of Games, Film and TV.

The first section of the course will cover the basic tools and techniques used to create both man made and organic objects in Maya. The lectures will encompass the use of curves and surface tools when modeling both a Polygon and Sub Divided mesh. After the basics are covered the course will center on the techniques used in Lighting and rendering the models you have created. The class will end with a cursory look at rigging and animation. You will be asked not to just learn but master the methods entertainment studios use in production.

We will be doing most of our work in Photoshop, Maya and Mudbox, these programs are the industry standard for Film TV and Game development.

Course Objectives
At the conclusion of this course, Students should

- understand the Maya interface and dependency graph
- be able to use Maya to model 3 dimensional objects
- be able to create Curves, Polygons, Sub divided or NURBS surfaces to generate 3D Models
- be able to demonstrate an understanding of box modeling and edge looping techniques
- be able to create shading groups, lights, texture maps and render scenes
- be able to accurately apply texture maps to 3D models
- be able to demonstrate an understanding of 3D space

SLO/Student Learning Outcomes
Given a set of orthographic template drawings of an object, students will construct a virtual 3D model by correctly visualizing its shape, accurately dimensioning its proportions and using efficient construction techniques.

- The student will demonstrate a thorough understanding of the polygon tools used when box modeling virtual 3D models.
- The student will demonstrate an understanding of non-manifold geometry and an efficient approach to representing detail in a polygon mesh.
- The student will demonstrate an understanding of the appropriate use of curves and surface tools when generating a virtual 3D mesh.

Given a specific type of material the student will be able to correctly create and accurately apply the appropriate the shading network to a virtual 3D model.

- Student will be able to choose the appropriate shader to represent the visible characteristics of the materials being represented.
- Student will be able to competently create a shading network that will display the visible characteristics of the materials being represented.
- Student will be able to competently apply the shading network to the 3D model and the components that make it up.

Given a virtual 3-D model of a character or a man made object, the student should choose the appropriate approach to projecting an accurate and efficient UV layout.

- The student chooses the most efficient software package and the appropriate approach to unwrapping the 3D model.
- The student creates an accurate UV layout by competently positioning; rotating and scaling the UV shells that make up the objects unwrap.
- The student efficiently utilizes the objects UV space and the correct number of UV sets to competently unwrap the virtual model.

**Methodology**

The course will be taught through lectures and demonstrations as well as through the examination and discussion of professional work. The software used will be Maya 2014. We will not be utilizing a textbook for this course. Each lecture will be pre-recorded and placed on the server where it will be available for you to download and watch again if you miss anything the first time around.

Your grade in this course will be based on your ability to successfully model, unwrap, texture, rigg and animate a 3D scene. If you choose you will also have an opportunity to present designs of your own work through pre visualization (i.e. 2D sketches, thumbnails or illustrations/color comps.) Your asset will need to include the use of Maya’s polygonal modeling and UV projection tools. You will also be asked to create custom textures generated through the use of Photoshop or Painter. The final required component of this class would be to light and render a 3D scene.

**Supplies**

Sketchbook
External Hard drive or Flash drive
Headphones

Attendance is mandatory
It is important that you are here for the lectures and lab time since we are not using a textbook. Missing class will quickly affect your grade because the skills required to pass this course entail a great deal of practice. Use your absences wisely. I suggest saving them for when you are actually sick. Please do not ask me if you can miss class for personal reasons. Students who are more than 20 minutes late will be counted absent. Students are expected to remain in class the entire period. You are responsible for all assignments and information given in class even if you are absent. 3 absences will drop your grade a letter, 5 will drops it two letter grades, 6 absences and you fail the course all together.

Recommended Links
www.vinylpulse.com/
http://www.goodbrush.com/
http://www.conceptart.org/
http://www.fengzhudesign.com/
http://forums.cgsociety.org/
http://www.animationmeat.com/
http://www.bobotheseal.com/personal_art.htm

3D Links
http://vimeo.com/user904568/videos/sort:date
http://www.pixologic.com/docs/index.php/Palette_Reference
http://www.pixologic.com/zclassroom/homeroom/
http://www.imageafter.com/
http://www.3d.sk/
http://www.gamasutra.com/
http://www.awn.com/

Academic Dishonesty
All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The college and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

Students who submit work for credit that has been authored by anyone other than themselves, or who plagiarize (copy) work by others will fail the course and may be subject to further departmental and university discipline.

Classroom Rules of Conduct
Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus impedes the mission of the college. Cellular telephones and pagers must be turned off before class begins. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at
inappropriate times, wearing inappropriate clothing or engaging in any other form of
distraction. Inappropriate behavior in the classroom shall result in a directive to leave class.
Students who are especially disruptive also may be reported to the Dean of Students for
disciplinary action in accordance with college policy.
Students must abide by the posted lab rules concerning use of computers or lab privileges will
be revoked.
No Food or drinks are allowed in the lab. Please dispose of any trash that you bring into the
room.

Assignments and Grading

At the conclusion of each assignment, work will be discussed in a critique. Grades for each
project will be based on craftsmanship and quality, as well as an expressed understanding of
concepts. All work must be turned in on time for full credit. An emphasis is placed on the
artistic merit and appeal of your work!

The grade of C is considered average. If work meets the minimum stated requirements for the
project, it will be considered average in terms of design, concept and craft. Work that exceeds
that basic expectation will have points added and fall into the B range, and exceptional work will
earn an A. Work that fails to meet the minimum criteria for the project will receive C-, D, or F.

Due to the amount of work required for the course, work cannot be re-done and re-submitted
for re-grading. Extra Credit work is not allowed.

Grading

Every two weeks work will be discussed in a critique. Grades for each project will be based on
craftsmanship and quality, as well as an expressed understanding of concepts. All work must be
turned in on time for full credit. An emphasis is placed on the artistic merit and appeal of your
work!

The grade of C is considered average. If work meets the minimum stated requirements for the
project, it will be considered average in terms of design, concept and craft. Work that exceeds
that basic expectation will have points added and fall into the B range, and exceptional work will
earn an A. Work that fails to meet the minimum criteria for the project will receive C-, D, or F.

Due to the amount of work required for the course, work cannot be re-done and re-submitted
for re-grading. Extra Credit work is not allowed.

CALENDER 3D MODELING AND TEXTURING
(Subject to Change)
| WEEK 1 | T-Introduction to class  
| - Stacked Primitives  
| TH- Introduction to class  
| - Stacked Primitives  
| WEEK 2 | T-MAYA-Interface  
| - Saving Project, Tools, Views, Primitives, Objects mode Component mode  
| TH- MAYA-Interface  
| - Hierarchy, Polygons,  
| Grade 1 (20%): Critique  
| WEEK 3 | T- MAYA- Poly Tools  
| - Box modeling, Extrude, Merge, Split, Insert edge loop  
| TH- MAYA-Curves  
| - Surface Tools  
| WEEK 4 | T- MAYA- Vinyl Toy  
| - Box modeling  
| TH-MAYA- Vinyl Toy  
| - Poly Tools  
| Grade 2 (20%): Critique  
| WEEK 5 | T-MAYA- Vinyl Toy  
| - Poly Tools  
| TH-MAYA- Vinyl Toy  
| - Poly Tools  
| WEEK 6 | MAYA- Light in the real world and 3D Lights  
| TH-MAYA- Lights and Shadows  
| WEEK 7 | T-MAYA- UV unwrapping  
| TH-MAYA- Hypershade  
| Grade 3 (20%): Critique  
| WEEK 8 | T- Image based Textures  
| TH-MAYA- Procedural textures  
| WEEK 9 | T- Combination of Lights and materials  

<table>
<thead>
<tr>
<th>WEEK 10</th>
<th>TH-MAYA- <em>Combination of Lights and materials</em> Continued</th>
</tr>
</thead>
<tbody>
<tr>
<td>WEEK 11</td>
<td>T- <em>Rendering</em></td>
</tr>
<tr>
<td></td>
<td>TH-MAYA- <em>Software rendering and Ray tracing</em></td>
</tr>
<tr>
<td>WEEK 12</td>
<td>T- MAYA- <em>Software rendering and Mental Ray</em></td>
</tr>
<tr>
<td></td>
<td>TH- MAYA- <em>Hardware texturing</em></td>
</tr>
<tr>
<td></td>
<td>Grade 4 (20%): <em>Critique</em></td>
</tr>
<tr>
<td>WEEK 13</td>
<td>T- MAYA- <em>Game Assets</em></td>
</tr>
<tr>
<td></td>
<td>TH- MAYA- <em>Game Assets</em></td>
</tr>
<tr>
<td>WEEK 14</td>
<td>T- MAYA- <em>Rigging vinyl toy</em></td>
</tr>
<tr>
<td></td>
<td>TH- MAYA- <em>Animation</em></td>
</tr>
<tr>
<td>WEEK 15</td>
<td>T- MAYA- <em>Animation continued</em></td>
</tr>
<tr>
<td></td>
<td>TH- MAYA- <em>Animation continued</em></td>
</tr>
<tr>
<td>WEEK 16</td>
<td>T-Grade 5 (20%): <em>Final Critique</em></td>
</tr>
</tbody>
</table>
PAINTING
Course Syllabus: ART 135/136/235/236
Sections: 30515 / 32625 / 32626 / 32627
Beginning Painting/Intermediate Painting/Advanced Painting I / Advanced Painting II
Lect./Lab Hrs: M/W- 12:00 - 3:05pm

Instructor: Ada Pullini Brown, Associate Professor
Phone: 562-463-7681, E-mail: abrown@riohondo.edu • Office: B014 • Hours: M/W 11:00-12 Noon and Tues 11:35AM-1 PM

COURSE DESCRIPTIONS / OBJECTIVES
The course is comprised of instruction in the methods and approaches in painting. This is a hands-on studio course designed with skill development and expression as the goal. We will work towards an understanding of materials, techniques and perceptual experience. We will be working in acrylic or water based oil paint from still life, room environments, landscape and the model while seeking technical skills and expressive creative form. Course work will include homework and students may need to complete class projects on their own time as well. See below for Course Descriptions and Student Learning Outcomes for each level.

CLASS CALENDAR
  Monday, February 17th – No class, Washington's Birthday Holiday
  Wednesday, March 19th – Mid-Term Portfolios Due
  Monday- Friday, March 24th - 28th – No classes, Spring Break
  Monday, March 31- Museum Report and all written assignments due
  Wednesday, May 21st at 11:15 AM  – Final

It is the student's responsibility to drop the class. Last day to Drop without “W”: February 18th. Last day to Drop with “W”: April 9th. After April 9th a letter grade must be given.

COURSE REQUIREMENTS
1. Rigorous work ethic
2. Visual sensitivity
3. Patience
4. Eye-hand coordination
5. Attendance is essential. Coming to class without materials counts as an absence
6. Timely arrival and departure
7. Two (2) hours minimum a week outside class work
8. Homework completion
9. Assignment completion
10. Participation in class critiques

ATTENDANCE AND PUNCTUALITY
Full attendance is required. More than three (3) unexcused absences will reduce the final course grade a full letter grade. Five (5) unexcused absences will result in a grade of F. Students must provide a note for an absence to be excused. It is the student’s responsibility to officially drop the class. Students are expected to arrive on time and work through the entire class period. Frequent late arrivals or early departures will result in a recorded absence and lower grade for participation and attendance. Students may not join the class after the first week of instruction.

PARTICIPATION AND PREPARATION
You are expected to participate in critiques / discussions. Be on time in the completion of projects & homework. The supplies listed are essential for full participation in this class. You are expected to come to class on time and fully prepared to work.

STUDIO LAB HOURS
Classroom B11 will be open every Friday from 10 AM to 2:20 PM. To use the classroom during the semester, students must register sign in and out for lab use (this is free).
ASSIGNMENTS AND OUTSIDE PROJECTS
Course work will include outside class time to complete paintings and several homework assignments. Students should expect homework of up to two hours a week. There will be one written assignment requiring a visit to a major fine art museum. A list is provided below. You may be asked to bring in still life objects, look up artists and art historical movements or take your own photographs for reference materials.

STUDENTS WITH DISABILITIES
Any student with a disability who believes that he/she may need accommodations in this class is encouraged to contact the Disabled Students Program and Services Office and to discuss their needs with the instructor as soon as possible to ensure that such accommodations are implemented in a timely manner. The office is located in room SS330 and the telephone number is (562) 908-3420.

STUDENTS ON COLLEGE SPORTS TEAMS OR EXTRA CURRICULAR ACTIVITIES
Any student on a Rio Hondo College sports team or other extra curricular activities must give the instructor a schedule of all games or activities that may impact attendance during the first two weeks of classes. No absences are excused for games or extra curricular unless by prior approval of the instructor. Please do not register for this class if there are schedule conflicts.

CLASSROOM DECORUM
No headphones. All cell phones (including music) must be turned off and put away during class. Food is not allowed in the classroom at anytime. Good classroom decorum includes work habits that respect everyone’s use of the classroom. You are expected to maintain a clean and safe work area while in class and to participate in clean up after class. Return all furniture to its proper space. Everyone is expected to care for the art room and its’ equipment.

ACADEMIC INTEGRITY
Students are prohibited from resorting to unauthorized sources for information in fulfilling the requirements of a course or having another person complete your work. A student who cheats may be assigned an academic penalty grade at the discretion of the instructor of record. The penalty may range from lowering the student’s grade to assigning a failing grade for the course, depending on the severity of the infraction. A penalized student will not be permitted to avoid the academic penalty grade by withdrawing from the course with a “W” grade without consent of the instructor of record. Students who believe they are being unfairly accused or treated may request a hearing before the College Review Board and have the right of appeal in accordance with Board Policy No. 4220.

LOCKERS / STORAGE
The lockers outside the classrooms are available to art students only. A locker registration card must be on file with the art office, bring a combination lock (combination locks only). Lockers must be emptied by the end of each semester or the lock will be cut and contents removed. Paintings may be stored in classroom the racks. It is the student's responsibility to identify work with name and class on the back of each painting.

EVALUATION & GRADING POLICY
Grading will be measured by attendance, preparation, classroom attention, work habits, and the completion of paintings and other tasks requiring time and effort both inside and outside of class. Paintings will be evaluated on project objectives, technique, presentation and effort. Final portfolios cannot be late for a grade to be recorded, and failure to present the final portfolio at the designated Final day will result in a failing grade. All paintings and homework must be presented during the designated time for a grade to be recorded, work presented late drops a letter grade. Missed class projects or homework receive an F grade.

Your final grade is averaged by:

20% mid-term portfolio, 25% final portfolio, 20% homework assignments, 20% museum report or master copy, 20% attendance and class participation

MINIMUM REQUIREMENTS FOR A LETTER GRADE OF "C"
No more than 3 unexcused absences. All class and homework projects completed with an average C (75%) grade.

The following scale measures grades:

A = (100-90%) Exceptional effort and execution of all class and homework assignments
B = (89-80%) Above average effort and execution of all class and homework assignments
C = (79-70%) Average effort and execution of all class and homework assignments. All assignments complete
D = (69-60%) Below average effort and execution of assignments. Incomplete assignments
F = (59-0%) Failure to complete assigned work and failure to understand the fundamental basis of the course.
MID-TERM EXAMS
The Mid-term and the final will consist of all completed class paintings, homework assignments presented as portfolios for grading. All portfolios must be presented during the designated exam date for a grade to be recorded. Students must save all course work for mid-term and final portfolio review.

Mid-Term portfolios due Wednesday March 19th
All written assignments are due Monday, March 31st.
Any late work drops a letter grade and will not be accepted one week after its due date.

MID-TERM for ART 135 Beginning Painting - MUSEUM REPORT
Visit one Los Angeles museum and do a written essay/analysis of a painting by a master artist in the museum. This essay is a description of the work of art. You are required to do two typewritten pages (single spaced). Take a photo of yourself in front of the painting. Attach the photo to your paper. Be sure to include the name of the artist, the media, and the size of the work. If you need to improve your communications skills for this course, you are advised to seek a tutor’s assistance in the Learning Assistance Center (LAC) located in LR 114. An instructor handout on how to do the report will be provided in the coming weeks.

LOS ANGELES AREA MUSEUMS
These are the only museums accepted for your mid-term project.
Check online for location, hours and parking. Bring your student ID.
Everyone is required to visit one of these collections for your museum report.
    • Los Angeles County Museum of Art (LACMA)
    • The Museum of Contemporary Art (MOCA)
    • Norton Simon Museum
    • The Huntington Library and Art Gallery
    • The Hammer Museum
    • The J. Paul Getty Museum (Brentwood location houses the painting collection)

MID-TERM for ART 136 Intermediate Painting- COPY OF A MASTER PAINTING
Select an artist whose work you admire. Instructor approval required. Locate a good quality print and copy it. The copy must be on a canvas in the same proportion as the original. Your goal is to emulate the technique and style of this painting. You are copying in order to learn how the artist did this work, try to emulate the drawing style, the colors, design and painting surface. It is preferable to copy a work you can visit in the museum. Write a two type written biography of the artist and the work they did, present you written paper with the completed painting.

Painting and paper are due on Monday, March 31st.

MID-TERM for ART 235 AND 236 Advanced Painting 1 and Advanced Painting 2
Present two completed paintings, your Bio and Artist Statement. An instructor handout with examples of a Bio and an Artist Statement will be provided in the coming weeks.

Paintings and papers are due on Monday, March 31st.

Also see attendance policy above.
ART 135 Beginning Painting
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment; ART 130, Transfers to: UC, CSU

This is a first semester course for art and non-art majors interested in developing basic painting skills. The course explores both traditional and contemporary painting techniques while stressing an ability to perceive and define shape, contour, volume, texture, space, and light using acrylic or water-based oil painting media. Emphasis is on learning the techniques of painting, understanding the use of color, while strengthening observation and rendering skills. Students are advised to have some drawing skills before taking this class. Course work will include homework and students may need to complete class projects on their own time as well.

ART 136 Intermediate Painting
Prerequisite: ART 130; ART 135
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment, Transfers to: UC, CSU

This is a second semester course for art and non-art majors interested in further development of painting skills and techniques, understanding the use of color and space, while strengthening observation and rendering skills. The course explores both traditional and contemporary painting concepts, styles, and techniques that involve complex compositional and technical problems in either acrylic or oil painting media. Course work will include homework and students may need to complete class projects on their own time as well.

ART 235 Advanced Painting I
Prerequisite: ART 136
Advisory: ENGL 035 or ENLA 034 or appropriate assessment; READ 023 or appropriate assessment, Transfers to: UC, CSU

This is a third semester course in painting for the art and non-art major. The course constitutes a study of advanced painting problems stressing experimentation with traditional and contemporary methods of painting, composition, and expression. Class and individual projects using figure, still life, landscape, abstraction, shaped format, altered scale and material exploitation will be stressed. Course work will include homework and students may need to complete class projects on their own time as well.

ART 236 Advanced Painting II
Prerequisite: ART 235
Advisory: ENGL 035 or ENLA 100 or appropriate assessment; READ 023 or appropriate assessment, Transfers to: UC, CSU

This is a fourth semester course in painting for the art and non-art major. This course explores experimentation with traditional and contemporary methods of painting using the figure, still life, landscape, abstraction and non-objective imagery with an emphasis on continuing skill development and problem solving of interpretation, expression and conceptual issues in painting. Course work will include homework and students may need to complete class projects on their own time as well.
STUDENT LEARNING OUTCOMES
Throughout the semester, your performance on multiple student learning outcomes will be evaluated. These are skills for which all students who successfully complete this course should be able to demonstrate proficiency. The outcomes that will be assessed include--but are not necessarily limited to--the following:

All Levels:
Students completing the visual arts program at Rio Hondo College will be able to complete a series of two or three dimensional compositions, or will write essays, or will correctly answer exam questions, that demonstrate an understanding of the principles and elements of visual art: line, color, shape, form, texture, value, space, principles of balance, movement, pattern, scale, rhythm, dominance and subordination.

ART 135 Beginning Painting
• Demonstrate an understanding and ability to use value in paint.
• Recognize and explain the vocabulary of color theory including hue, value and intensity.
• Demonstrate an ability to visually organize space on a canvas.
• Demonstrate an ability to paint from observation rendering three-dimensional objects in two dimensions with attention to local color.

ART 136 Intermediate Painting
• Demonstrate the ability to build, stretch and gesso a canvas.
• Demonstrate ability to use paint in various painting techniques such as texture and layering, glazing, and scumbling.
• Demonstrate an understanding of abstraction in art.

ART 235 Advanced Painting I
• Demonstrate the ability to paint a composition using advancing and retreating color.
• Recognize and describe different styles of art including both abstract and representational painting.
• Demonstrate an ability to use color harmonies with the knowledge of color theory including: Broken color, complements, split complements, high key, low key, and analogous color.
• Exhibit a knowledge of one or more painting techniques: Wet on wet, scumbling, hardedge, chiaroscuro, and impasto, shaped canvas, collage and assemblage in painting.

ART 236 Advanced Painting II
• Demonstrate the ability to paint a non-objective painting with attention to surface and various paint applications.
• Demonstrate the ability to research personal ideas and concepts for a painting. Create studies toward the final completion of an original painting using personal research.
• Ability to create thematic body of work for a solo student exhibition including creation of artist statement, biography and press release.
PROFESSIONAL ART SUPPLY STORES

The Rio Hondo College student bookstore carries most supplies. Art supply stores locations and material availability are subject to change. Please take the time to call for updated store hours and current stock of art supplies. Bring your student ID and ask for a student discount (many will give 5–10% off).

Book Mart & Copy Center on Workman Mill Rd
Sells a complete kit for this class only the first two weeks of class

Art Supply Warehouse:
   6672 Westminster Blvd., Westminster (714) 891-3626

Dick Blick Art Store:
   44 S. Raymond Ave., Pasadena (626) 795-4985
   7301 W. Beverly Blvd., L.A. (323) 933-9284
   11660 Santa Monica Blvd., West L.A. (310) 477-0451

Artist Brand Canvas:
   2448 Loma Avenue, South El Monte, CA 91733   (626) 579-2740
   www.artistbrandcanvas.com

SUGGESTED REFERENCE
SUPPLIES

Drawing Materials
1- Sketchbook to keep class notes, handouts, color mixtures and compositional sketches
1 package of vine charcoal sticks, 1 kneaded eraser, and one 2B pencil
1 - black sharpie pen

Paints: Acrylic Colors LIQUITEX (heavy body in tubes), Golden, or Windsor Newton
Titanium White (1lb tube)
(2 oz- studio size tubes)
Yellow Medium Azo or Cadmium Yellow Pale or Light (check that it is a cool yellow)
Cadmium Yellow Deep (hues are fine) (open the tube, make sure is warmer than the one above)
Cadmium Red Light or Cadmium Red Medium (hues are fine)
Quinacridone (Red) Crimson
Ultramarine Blue - Red Shade
Pthalocyanine Blue
Hooker’s Green Hue Permanent
Burnt Umber
Ivory Black
Optional colors: Dioxazine Purple, Alizarin Crimson, Cadmium Orange, Cerulean Blue, Cobalt
Blue, Permanent Green, Burnt Sienna, and Yellow Ochre.

Mediums
8 oz jar - Liquitex Gloss Medium/Varnish
8 oz bottle – Liquitex Slow-Dri Blending Fluid (the creamy kind – white appearance in a bottle)

Surfaces
1 – pad of canvas paper: 11x14” (Beginning group only)
3 – stretched canvases: no smaller than 16 x 20” or 18” x 24”
1 - stretched canvas: 20” x 20”

For Art Intermediate and Advanced classes only
5 - stretched canvases (You must make at least two of your own canvases)
4- Size optional, but no smaller than 18 x 24” (3 of these must be the same size)
1- 30 x 40”
Buy #10 cotton duck and stretcher bars. You 4 need bars per canvas. You will need 8 bars total to
make two canvases.
Paint: Burnt Sienna and Naples Yellow
1-pint jar Gesso and a large flat bristle brush (for gesso)

Brushes
A selection of long-handle white or gold nylon synthetic brushes a for acrylic paint
Princeton Art & Brush packets or individual brushes may be purchased
2- Rounds #1 & #6
1- Bright #6
1- Flat #12
1- Filbert #8

Other Tools
1- Palette Knife - 3” traditional (metal with wood handle)
1- “Sta-wet Handy Palette” with sponge and acrylic film refills (you must have the sponges and paper
refills)
1- All-purpose disposable paper palette pad 12 x 16” (if you do not buy the stay wet palette - buy 2
pads)
2- large plastic water containers, roll of paper towels & 2-3 cotton rags (6” square)
1- plastic spray bottle
1 roll of blue or tan masking tape (1 width)
Art supply tool box to carry all supplies to class
Smock or Tee shirt- keep painting clothing in your locker (do not come to class in your good
clothing).
BEGINNING PAINTING ART 135 • Course Schedule

Wk. 1  Course introduction and materials list. Discussion and Demo of paint, surfaces and brushes. Slide viewing. Demo: How to stretch a canvas.
   
   Homework: Purchase all art supplies.

Wk. 2  Demo: A Value Wheel & Value System.
   
   Homework: Complete the Value wheel using Ivory Black and White.

Wk. 3  Critique homework. Begin value painting #1. Setting up a composition, drawing and beginning to paint using three values. Expanding the painting to five values while working with brushes and mediums to create, transitions & edges.
   
   Homework: Using Ultramarine Blue, Cadmium Yellow Deep, and Cadmium Red with white and black. Create three ten-step value scales, dark to light, for each color. Do each column 1- Hardedges, 2- Smooth blended transitions, 3- Visible brushwork.

Wk. 4  Critique homework. Discussion of Light Logic on a sphere and cube. Completion of B&W still life- painting #1.
   
   Homework: Using Burnt Umber and white demonstrate light logic; paint a sphere and a cube.

Wk. 5  Critique homework. Continue value painting #1.
   
   Class critique. Demo: Using glaze to color a painting.
   
   Homework: Using at least three layers of glaze, color your sphere and cube value painting.

Wk. 6  Critique homework. Lecture and Demo: Setting up full palette. Hue and the Color Wheel. Mixing through primary colors.
   
   Lecture and Demo: Chroma and complementary colors, mixing neutrals (grays).
   
   Homework: Complete Color wheel. Bring two to three white hardboiled eggs to next class.

Wk. 7  Critique homework. Lecture & Demo: White on white, warm & cool grays, painting glass & cloth.
   
   Artists: Morandi, William Bailey, Dutch still life paintings.
   
   Painting #2: Composition with eggs, full color mixing neutrals.
   
   Homework: Complete museum report. Visit a museum, bring back a proof of attendance and attach it to your typed essay. See description above and instructor handout.

Wk. 8  Hand in Museum Report.
   
   Continue painting #2. White on white , warm & cool painting – Morandi still life.
   
   Homework: complete egg painting #2.

Wk. 9  Class Critique painting #2.
   
   Lecture & Demo: Tenebrism - Caravaggio, Jan Vermeer, Diego Velasquez, and Zubaran.
   
   Painting #3- Tenebrism – still life with dramatic lighting, using imprimatur and wiping out light.

Wk. 10 Continue painting #3. Photo shoot for next project.
   
   Demo: Glass, Reflections & Fabric
   
   Homework: Using an imprimatur and the wipe out technique, paint a reflective object with cloth.

Wk. 11 Critique homework. Continue painting #3. Photo shoot for next project.

Wk. 12 Continue painting #3. Photo shoot for next project.
   
   Homework: Finish painting #3.

Wk. 13 Class critique painting #3. Lecture: Pop Art- Andy Warhol
   
   Demo: Using Photoshop and using a grid to enlarge work to scale. Class meets in LRC.
   
   Begin painting #4 with a 20 "square canvas.
   
   Homework: Complete the drawing on to your canvas. Make a tracing of your photo on to three sheets of paper for next class.

Wk. 14 Continue painting #4.
   
   Demo: Choosing colors using the color wheel to decide on color harmonies.
   
   Homework: finish your 3 color studies for painting #4.

Wk. 15 Continue painting #4.

Wk. 16 No classes this week
   
   FINAL Wednesday, May 21 –11:15 AM
   
   Present all paintings, papers, and projects.
Wk. 1  Introduction to class - Materials list - Slide viewing.
Demo: Building and stretching a canvas.
Build and gesso 2 of your canvases.
**Homework:** Research the painter Paul Cezanne. Find books and photos of his work. Where did he live? Why is he called a “post-impressionist”? What is “Impressionism” and “Post-Impressionism”? Make a “thumbnail” painting from a still life by Cezanne. Look carefully at his brushwork and his use of perspective in the drawing. Bring you references and pictures to class.

Wk. 2  Review homework. Discussion: Cezanne, broken color and perspective.
Painting #1- Set up a still life to paint in the style of Cezanne and start your first painting.
**Homework:** Bring in images and books of master paintings to copy. See artist list below.

Wk. 3  Complete Cezanne painting. Get instructor approval on you Master painting.
**Homework:** 1) Research the movement called FAUVISM. What is that movement characterized by? Bring back books and photos “Fauvist” work. Seek out work by Henri Matisse and André Derain. 2) Make or buy a canvas in correct proportion for the master copy. Grid and transfer the drawing.

Wk. 4  Discussion: Fauvism. Make a tracing of the Cezanne still life painting, transfer the drawing it to another canvas of the same size. Be sure to save your tracing-paper drawing. Start Fauvist painting. Begin by making color thumbnails paintings of your colors.

Wk. 5  Complete paintings #1 & 2
**Homework:** Work on Master painting; bring it in weekly for critique.

Wk. 6  Critique: Cezanne Still Life and color thumbnails.
Fauvist painting #2
**Homework:** 1) Complete Fauvist Painting 2) Research Cubism, when was it created and by whom? Look at the cubist work of Picasso, Georges Braque and Juan Gris. Bring in books, photos and sketches. What is “cubism,” what interested these artists? 3) Continue completing master copy.

Wk. 7  Class Critique: Painting #2- The Fauvist Painting
Discussion: Cubism and how to use your drawing to create a cubist composition.
Begin Painting #3: A Cubist Still Life. Using your tracing transfer you drawing to a canvas of the same size to create a cubist composition.
**Homework:** Complete master copy (painting #4)

Wk. 8  Work on Cubist Painting
**Master copy painting and paper- MID-TERM**

Wk. 9  Continue Painting #3: A Cubist Still Life.

Wk. 10 Continue Painting #3: A Cubist Still Life.

Wk. 11 Continue Painting #3: A Cubist Still Life.
**Homework:** Complete Cubist painting #3.

Wk. 12 Critique Cubist painting #3
Discussion & Demo: Abstract Expressionist painting
Painting #5 - 30 x 40” canvas

Wk. 13 Continue painting #5 - Abstract Expressionist painting

Wk. 14 Continue painting #5 - Abstract Expressionist painting

Wk. 15 Continue painting #5 - Abstract Expressionist painting
**Homework:** Finish painting #5.

Wk. 16 No classes this week.
**Final** Wednesday, May 21st –11:15 AM
Present all paintings, papers, and projects.
ADVANCED PAINTING ART 235 & 236 • Course Schedule

COURSE WORK
Your grade will consist of the average of five related paintings. You will be working on a series all related to the same theme. You will be creating a body of work within in an idea. This is how many artists work to prepare for an exhibition.

By the thirteenth week of the semester your group will mount an exhibition in the student gallery of all your work. You will curate, hang and create publicity for your exhibition. Of the 5 paintings, four are to be completed in class and one on your own as homework.

Our theme for the exhibition will be the “Metamorphoses of the self and self-identity.” This can include paintings as diverse as realist to abstract work. The subject can be the body, nature, friends, lifestyles, places, music, and fantasy, but all must relate to the theme of the self. Your course work will include studies and drawings for your paintings.

We will begin with a traditional self-portrait, realist. Then move on to an expressionist (with exaggerated color and or surface). After that you can move the work in different directions- cubist, non-representational, surrealist, pop, shaped canvas, changing scale, etc. The ideas come from you. So keep a sketchbook, a written journal, and hang on to any images that interest you. You need to look at how other artists paint and think about what interests you. How do you want to paint?

As part of your preparation for the exhibition, you will write an Artists Statement about the work and a personal Biography (due Wednesday, March 31st).

Painting Schedule: Five completed works on one related theme and style. A written “Artists Statement” and a “Biography”. This is a preparation for a one-person exhibition. At the completion of the class students will be selected by the instructor and may be offered a one person or group exhibition in the RHC student gallery.
Introduction to Computer Information Technology
Spring 2014 – CIT 101  CRN 32705
Monday and Wednesday, 9:40 AM to 11:05 AM, Room B117
Instructor Rudy Rios

IMPORTANT DATES
01-25-2014 First Day of Classes
02-04-2014 Last day to add a class or to DROP with a refund
02-05-2014 Test 1 (no makeup exam)
02-18-2014 Last day to DROP without a “W” (semester length classes)
03-12-2014 Test 2 (no makeup exam)
04-09-2014 Test 3 (no makeup exam)
04-09-2014 Last day to DROP (semester length classes)
04-28-2014 Test 4 (no makeup exam)
05-17-2012 Last day to turn in homework – due by 11:59 p.m.
05-19-2014 Final 2-hours, 9:40 a.m. to 11:40 a.m. (no makeup exam)

Class has 2 Holidays – 02/17/2014 Washington’s Birthday, March 24 – 28 Spring Break

MyITLab Course ID: CRSKLFA-2034683
Course Name: 2014-SPRING-MW-940-32705
Rio Hondo ZIP Code: 90601
School: Rio Hondo College

OVERVIEW OF CLASS
- 60% (approximately )of the class material = Computer Concepts using the Visualizing Technology book
- 40% (approximately) of the class material = Office 2010 using the Skills for Success book
- Student Learning Objective (SLO) - Understanding of Input & Output devices
- You MUST have a valid Access Code for MyITLab from Pearson Publishing to do assignments or take the tests. The Access Code is included with the new book bundle at the Rio Hondo book store. Each Access code can only be registered once.
  >> There is no such thing as a used Access Code. <<
- Parts that contribute to your grade
  o Attendance and In-Class Participation
  o Homework Assignments
    (MyITLab Assignments, Quizzes, Textbook Assignments)
  o 4 Tests (Multiple Choice Questions, Simulations )
  o Final – (Comprehensive)
- You need:
  o MyITLab Access ID
  o 2 Books (see page 3)
  o USB Drive (any size equal or greater than 256 mb will work) or Online Storage
  o Rio Hondo email (Check it often!)
COURSE DESCRIPTION
“This is an introductory computer course, which offers students both fundamental computer concepts, training in spreadsheets, documents, database, and presentation microcomputer applications. Topics include the importance of computers in business and society, the information processing cycle, the Internet, communications and networks, the latest hardware and software developments, and planning a career as a computer professional or a computer user. This is the basic computer course designed for business majors.” (RHC Catalog)
Prerequisites (Advisory): CIT 100A Keyboarding, Reading 023, English 035, ESL 198, or assessments

STUDENT LEARNING OBJECTIVES (SLO)
1. Ability to identify 5 Input and 5 Output devices and describe how they are used
2. Obtain a basic understanding of computer-based information systems
3. Understand the concepts, technology, and applications of computerized information systems used in business and society
4. Learn to use the most popular software applications in the business world
5. Prepare for further exploration of computer applications

CLASS GRADE (All percents are approximate and are subject to change)
Attendance 15.0% 29 classes
In-Class Participation 3.0% Maximum Opportunity for extra credit
Homework (55%)
  Office Exercises 25.0% 42 assignments using Text and MyITLab (Grace Period)
  Quizzes 20.0% 12 assignments using Text and MyITLab (Grace Period)
  In Class Assignment 10.0% (Grace Period)
Tests (30%)
  Test 1 through 4 20.0% Lowest test will be dropped
  Final 10.00%
Total 100.0%

GRADE SPREAD – Based on earned points (not a curve) and a traditional point spread
  e.g. 100%-90% = A, 89%-80% = B, 79%-70 = C, 69%-60% = D, 59%-0% = F

EXAMS
• Five Exams: 4 test (normal class time) + 1 final (extended 2 hour time frame)
• Exams are not open book. Exams are not open notes. Exams are online using MyITLab and exam handouts. No scantron is required for any test
• Notes that fit on one (1) 3” x 5” index card may be used during the tests
• No makeup exams will be administered unless a verifiable emergency prevents you from being present e.g. hospital paperwork for you
EXTRA CREDIT
- Earn 1 point for every error you find in syllabus, MyITLab materials, chapter materials, etc.
- In-class Participation

HOMEWORK (outside of class time)
- Additional time outside of class time will be required to complete homework
- Early assignments – OK, you may turn in assignments before their due date
- All Quizzes and Office 2010 Exercises are to be submitted through MyITLab

**If you are not sure what to do – ask BEFORE the due date!**

TYPES OF ASSIGNMENTS
Complete Visualizing Technology (VT) (12 chapters)
- **Multiple Choice Quizzes** – Visualizing Technology material using MyITLab
- **Textbook Assignment** – Each week we will do all 10 skills in the corresponding chapters of Skills for Success book as a “Textbook” assignment.
  No late Textbook assignments will be accepted*.

Skills for Success with Microsoft Office 2010 Volume 1 (Office)
- **Office Assignments**: Word, Excel, Access, and PowerPoint exercises using MyITLab

HOMEWORK IS DUE:
- Most homework assignments are due by the next class meeting * from the date it is assigned.

LATE HOMEWORK:
- MyITLab Assignments (multiple choice questions & Office 2010 exercises) will be accepted up to Saturday, 12-01-2012 at 11:59 p.m. with grace period penalties.

DATA FILES for MyITLab are available:
- While on campus, you can download Textbook Assignment files from the Instructor Share
- Follow the direction in MyITLab to download required files for Grader Projects
- Skill Based Training assignments do not require files for download, they are simulations
- Files are encoded with your Access ID so they can NOT be shared, if you share files you are CHEATING!!!!!

Remember:
Always check the MyITLab for notes on the homework assignments &
If you are not sure what to do – ask BEFORE the due date!
REQUIRED MATERIALS – BOOKS, OTHER

Required
1. The MyITLab + 2 required books: ISBN: **9781269636315** (for the bundle) may be purchased from the Rio Hondo College bookstore on campus – cost **$153.83**.
2. MyITLab Access Code (cost $85 as a standalone purchase or $95 with eText)
   >> There is no such thing as a used MyITLab Access Code <<
   a. **Complete Visualizing Technology: Complete, Second Edition** by Debra Geoghan
3. If you do not have an access code by our third class session, you will be dropped!!!!
4. A flash drive (USB drive) – any size equal or greater than 256 mb will work or Online Storage
5. E-mail address you check often
6. Pencils / pens & notebooks / notepaper

I do not have an MyITLab Access Code. What do I do?
• This is a required online product. You MUST have it to complete your assignments and exams.
• An access code may only be used once – upon activation, it is no longer valid for another student. There is no such thing as a used MyITLab Access Code.
• You may pay on-line during the MyITLab product registration. You will need a credit card. The cost is **$85.00** without eText.

I do not have the books. What do I do?
**Complete Visualizing Technology (VT)**
• The lab on the main campus & SWEC has books you may borrow while in the lab.
• Download the chapter outlines

**Skills for Success Microsoft Office 2010 Volume 1 (Office)**
• The lab on the main campus & SWEC has books you may borrow while in the lab

Can I use my own computer?  No
Your computer MUST have **Microsoft Office 2010**

Can I use a MAC?  No
Can I use Office 2003 or 2007  No

COMPUTER LABS

<table>
<thead>
<tr>
<th>Location: B108 (Main Campus)</th>
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</thead>
<tbody>
<tr>
<td>Hours:</td>
</tr>
<tr>
<td>Monday –Thursday 8 AM to 7:00 PM</td>
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<tr>
<td>Friday 8 AM to noon</td>
</tr>
<tr>
<td>Sat. &amp; Sun. n/a</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Location: SWEC (South Whittier Campus)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hours:</td>
</tr>
<tr>
<td>Monday –Thursday 8 AM to 4:30 PM</td>
</tr>
<tr>
<td>Friday tbd</td>
</tr>
<tr>
<td>Sat. &amp; Sun. n/a</td>
</tr>
</tbody>
</table>

>> Varies due to scheduled classes & meetings. Check with SWEC <
CLASS ROOM SEATING
- Seating will change throughout the semester. As students drop from the class, the last rows of computers will not be used.
- Those who wish to continually chat or distract through class will be asked to leave by the instructor.

PUNCTUALITY –
- Plan to be in your seat before class starts
- It is not possible to stop a class to catch up later arrivals
- If lecture has started and you walk in late, I WILL THROW YOU OUT!

Attendance & In-Class Participation
- 15% of your grade
- Punctuality counts
- 1 hour, 25 minutes per class. The final is 2 hours.

ABSENCE
- Absent – you should check MyITLab, another student, the instructor, or the syllabus to determine what you have missed in order to stay current with your assignments.
- Stop attending – You need to drop or you will receive an F. It is the student’s responsibility to officially withdraw (drop) from this class.
- Miss 3 classes in a row or have an F by the drop date - you may be dropped especially if you miss test 1 or 2.
- Miss either test 1 or 2 - you may still receive a passing grade with extra focus and effort through the remainder of the class. Talk to the instructor immediately.

STUDENT CONDUCT
- Cell Phones and Pagers – Turn them OFF in class
- iPods and other listening devices – Can NOT be used in class unless specifically allowed by instructor
- Computer Use MUST pertain to class

Dishonesty
Dishonesty of any kind on assignments, quizzes, or examinations will not be tolerated. “In accordance with the provisions of Board Policy 4200, a student may be suspended or expelled from any or all classes for a good cause including behaviors, computer-related crimes, or (other matters) related to student conduct. A copy of Board Policy 4200 may be obtained in the Office of Student Learning & Success.”
How to contact the instructor: email – rrios@riohondo.edu
Office – B100S
Phone – 562-463-7017
Office Hours – Thursday 8:30AM – 9:30AM
                      Monday and Wednesday 2PM – 4PM

Everything you turn in (emails, files, printouts, etc.) MUST include the following:
32705, LastName, FirstName, topic MUST appear on all emails, files and paper.
(If email, include the above in the subject line e.g. 32705, Rios, Rudy, )

Email            rrios@riohondo.edu (24 hour response, sometimes sooner)
Message:         Ask to have a message left in my mail box which I only see when I am on campus.
Main Campus:     Call:  Business Department (secretary):  562-463-7359
Appointments:    By Arrangement or Office Hours

OTHER RESOURCES

At Rio Hondo College (hours may vary due to budget constraints)

Counseling (A119)                      562-908-3410
    M.-Th. 8:00 a.m. to 7:00 p.m. and F 8:00 a.m. to 4:00 p.m.
Learning Assistance Center (LAC - Library 1st floor, LR114) 562-908-3418
    M.-Th. - 7:00 a.m. to 8:00 p.m. and F - 8:00 a.m. to 1:00 p.m.
Disabled Student Programs and Services (DSP&S) 562-908-3420
    M, T, Th - 8:00 a.m. to 4:00 p.m., W - 8:00 a.m. to 8:30 p.m. and F - 8:00 a.m. to 3:00 p.m.

Software at Discount

Software is available with student discounts from CollegeBuys.org, part of journeyEd at
http://www.journeyed.com/students

How to Access: From Rio Hondo web site under Student Services (top menu).  Click Online Bookstore then
    Software Shop (lower menu left side).  Then Click – Click here to shop for software now>>

Book Publisher             http://www.pearsonhighered.com

Internet Resources
    ZD Net   http://www.zdnet.com/
    Microsoft http://www.microsoft.com/