Spring Classes Begin January 19
### Important Dates!

**Spring 2011**  
**January 19 - May 10**

- **January 17**: Martin Luther King Day/No Classes
- **January 18**: Faculty Inservice/No Classes
- **January 19**: Spring Semester Begins
- **March 1**: Faculty Inservice/No Classes
- **March 1**: Enrollment Services Inservice/No Classes
- **March 14-18**: Spring Break/No Classes
- **March 31**: Apply for 2011 Graduation Deadline
- **April 22-25**: Holiday/College Closed
- **April 28**: Open Registration for Summer & Fall Begins
- **May 10**: Spring Semester Ends
- **May 11**: Faculty Inservice/No Classes
- **May 17**: Graduation

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Information on each of our career training educational programs is available at [www.gtc.edu/careers](http://www.gtc.edu/careers). If you want information on admission to Gateway—an open enrollment college—see [www.gtc.edu/admissions](http://www.gtc.edu/admissions).

Register early for best class selection! Please make sure your account is in good standing. Gateway continues to make registering for courses easier for you. Two registration options (see page 3) are open to you. The entire registration policy and procedure can be found online at [www.gtc.edu/registration](http://www.gtc.edu/registration).

**Priority Registration Dates**

*Students accepted to a program with the greatest number of GPA credits get registration preference.*

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<thead>
<tr>
<th>If you have earned the following number of GPA credits:</th>
<th>You may register:</th>
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<tr>
<td>60 credits or more</td>
<td>Beginning November 15</td>
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<tr>
<td>45 credits or more</td>
<td>Beginning November 16</td>
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<tr>
<td>30 credits or more</td>
<td>Beginning November 17</td>
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<tr>
<td>20 credits or more</td>
<td>Beginning November 18</td>
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<tr>
<td>10 credits or more</td>
<td>Beginning November 19</td>
</tr>
<tr>
<td>1 credit or more</td>
<td>Beginning November 22</td>
</tr>
<tr>
<td>Currently enrolled, 0 credits completed</td>
<td>Beginning November 23-24</td>
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</table>

You can learn how many credits you have through WebAdvisor: [www.gtc.edu/webadvisor](http://www.gtc.edu/webadvisor)

*Please look under the Student menu, then under the Registration category.*

The $40 class reservation deposit is waived for continuing students who register November 15 - 24. *(This does not reduce your tuition and fees.)*

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**REGISTRATION HOURS...**

**Monday – Thursday**
8:00 a.m. – 7:00 p.m.

**Friday**
8:00 a.m. – 4:00 p.m.

**Early Closings:**
November 24, December 22, 23 at 4:00 p.m.

**Closed:**
November 25, 26 & December 24-January 2
Walk-in

Register in the Student Services department on any Gateway campus. Photo I.D. required. The Registration Form is available in Student Services or online at www.gtc.edu. Type “registration form” in the Search box.

1. Go to www.gtc.edu
2. Click on the WebAdvisor icon

If you are a Continuing Student...
3. Click “Students”
4. Click “Log In”
5. Enter your 7 digit Gateway Student ID#, including leading zeros (Example: for ID 222, enter 0000222)
6. Enter your case sensitive password

If you are new to Gateway Technical College...
3a. Click “Prospective Students”
3b. Click “I Am New to Gateway” to set up your record, get your 7 digit ID# and a temporary password so you can register
4. Click “Log In”
5. Enter your 7 digit Gateway Student ID#
6a. Enter your temporary password
6b. Choose a new password, if desired
6c. Click “Students”

7. Click “Register for Sections” under the “Registration” heading
8. Select a Registration Option
9. After registering, review your schedule for accuracy on “My Class Schedule” under the “Academic Profile” heading
Gateway Technical College provides several options for payment of tuition (see: www.gtc.edu/paymentoptions). A payment option must be in place by January 5, 2011 for 2011 Spring semester or student will be dropped from all active classes. Resident and out-of-state tuition available at www.gtc.edu/tuition.

Class Reservation Deposit for Credit Students Only

- A $40 deposit will hold 2011 Spring classes until January 5, 2011.
- A payment option must be selected by the above date to prevent being dropped from all active classes. The $40 deposit is nonrefundable if a payment option is not selected by January 5, 2011 for 2011 Spring classes.
- If registering after January 5, 2011 for 2011 Spring, you must select a payment option upon registration.

Payment Option #1
PAY FEES IN FULL by cash, check, or credit card at Student Services or over web by credit card at www.gtc.edu/webadvisor (select “Make A Payment”). Student’s account must be paid in full by January 5, 2011, or student will be dropped from all active classes.

Payment Option # 2
PROVIDE AN AUTHORIZATION TO Student Services. All third party payments (company/employer, agency authorizations) and financial aid deferments must be on file at Gateway Technical College by the due date above.

Payment Option # 3
Student Payment Plan
Only available for 3 or more credits. Students registered for CNA class only are not eligible.
- Payment Plan is open for enrollment for 2011 Spring from November 15, 2010 through February 4, 2011.
- Enroll and make required deposit payment at Student Services, with mail-in remittance form or online at www.gtc.edu, click on “WebAdvisor” (select “Gateway Technical College Payment Plan”).
- Plan requires a deposit of 40% of eligible tuition/fees plus a $15.00 process fee.
- Student’s account balance after deposit to be paid in 2 installments.
- For SPRING 2011 plan: 1st installment due March 4, 2011 and 2nd installment due April 1, 2011.
- Maximum on plan after required deposit is $2000.00. Any tuition/fees over $3333.00 must be paid in full at time of enrolling on plan. A late fee is charged if an installment payment is not receipted to student’s account by due date.
- Numerous crucial details students need to be aware of about the payment plan are available online at www.gtc.edu/paymentoptions.
Financial Aid

Financial aid is financial assistance to help students of any age meet their educational costs. Nearly 95% of all Gateway students who have applied for financial aid have received some form of it. Please see www.gtc.edu/financialaid for important details.

All students must complete the Free Application for Federal Student Aid (FAFSA) or Renewal FAFSA. Students are encouraged to apply online by accessing www.fafsa.gov. Completing this form allows Financial Aid to determine eligibility for all types of financial aid. Students are urged to file the FAFSA as soon as possible. It can take 5 - 6 weeks to process.


To complete the activation you will need:
• Access to Internet with capability to receive e-mail
• Gateway Plus Card
• An e-mail address – personal or Gateway assigned email address**
• Social Security number
• Driver's license information (not required)
• Have decided on your preference choice?
  • Easy Refund with Gateway Plus Card
  OR
  • ACH (electronic transfer) to your bank. Do this by completing, printing, and mailing the form, with your bank routing number and account number, to Higher One.

You must confirm your address to complete the activation process. Watch for an e-mail from Gateway Plus Card giving you the information needed to confirm your e-mail address. Activation does not mean financial aid funds are on your card. Student will receive an email when financial aid funds have been applied to card.

Priority Application Dates for the 2010-2011 Academic Year

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<th>Semester</th>
<th>Apply by</th>
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<td>Summer</td>
<td>April 1</td>
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<td>Fall</td>
<td>July 1</td>
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<tr>
<td>Spring</td>
<td>November 1</td>
</tr>
</tbody>
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Types of aid available to Gateway students include:

• Grants (do not have to be repaid unless you stop attending)
• Student Loans (must be repaid)
• Student Employment (you work and earn money to help pay for college)

Eligibility Requirements:

• Be accepted into a Technical Diploma or Associate Degree Program.
• Meet program entry requirements before the start of the semester.
• Be a U. S. citizen, a National or a permanent resident of the United States.
• Demonstrate financial need as determined by Gateway’s Financial Aid Office through the Financial Aid Application (FAFSA) process.
• Not be in default on any educational loan, or demonstrate an unwillingness to repay any educational loan and/or owe any overpayment to Gateway Technical College or the U. S. Department of Education.
• Be in compliance with Selective Service regulations.
• Be enrolled at least half-time status to receive most types of financial aid.
• Maintain satisfactory academic progress as defined by Gateway's Financial Aid Office.
• Must participate in Loan Entrance/Exit Counseling if award includes loan.

** To check your Gateway e-mail address, log on to WebAdvisor, Under “Academic Profile” click on “My Profile”
Are you ready for Distance Learning?
An alternative to traditional classroom learning

Gateway offers several ways for students to take classes while not physically in the classroom with the instructor. Distance learning connects students through Internet and interactive videoconferencing so that the student can take the class from home or from a location that is more convenient than where the instructor is teaching.

Gateway’s Distance Learning Options

**INET**  
(Internet Study)
Courses with materials delivered through the Internet. It is recommended students have computers at home with web access; however, work can be completed at any site, including Gateway Technical College student computer labs, which have a web connection.

**ITV**  
(Interactive TV)
Courses are delivered in a classroom setting with television and camera links to other sites. Instructors often alternate between sites for more personal interaction. Students should register at the campus that they will attend.

**BLND**  
(BLENDED)
Courses delivered by both internet and traditional classroom.

**IPVID**  
(IP Video, NODAL, and DELTA)
Courses that utilize Internet-delivered video as a key component of their design and delivery.

More information about Distance Learning

A great deal of information is available to students on the Distance Learning website at www.gtc.edu/distancelearning. More and more students are taking courses outside the traditional college setting. Are you ready for Distance Learning? Find out by completing the SmartMeasure assessment. It will take you 20-30 minutes from start to finish, but you may log out and complete it later if necessary.

After you log in to SmartMeasure, you will receive an email from SmartMeasure with SmartMeasure PIN number that will allow you to log back in later or view your results again. Your SmartMeasure score will not prevent you from registering for online classes. It is a tool that will help you assess your strengths and weaknesses related to distance learning in five areas. The website for SmartMeasure is: [http://cws.gtc.edu/departments/distance-learning/READI Introduction 4 Web.htm](http://cws.gtc.edu/departments/distance-learning/READI Introduction 4 Web.htm)

Remember, there is an additional $10 per credit charge, with a minimum charge of $10, for classes offered via the Internet.

Receive Materials: Department procedures may vary. Check course descriptions online for specific instructions. If you need assistance, visit: www.gtc.edu/distancelearning for online training demos, or please contact the educational department office for your course.

Search for Distance Learning classes using WebAdvisor:
- Go to http://www.gtc.edu and click on WebAdvisor. Select the “Search for Classes” category.
- On that form, you need only select two things:
  1. Under Term, select the term you are interested in.
  2. Then scroll down to Course Type and use the pull-down menu to choose the INET, ITV, and IPVID programs.
- Then hit the Submit button. You will see all the courses offered during the chosen semester that you can take.
Additional Alternative Course Delivery Methods

AC (Accelerated)
Accelerated courses are ideal for busy work-experienced adults who are self-disciplined and can take a significant amount of responsibility for their own learning. These courses often offer students a unique combination of independent study and group interaction. Class time is often spent in group activities and discussion rather than in didactic lectures. Since Accelerated courses have considerably fewer class sessions over a shorter time period, attendance at all sessions is essential. Most courses require counselor, instructor, or departmental approval.

ST (Stacked Class)
Stacked courses are delivered in a traditional classroom setting with established meeting times and dates during the semester. Other courses with common core competencies will be meeting simultaneously in the same classroom, typically being taught by the same instructor(s) who make adjustments for the unique requirements of a course.

SP (Self-paced Labs)
Students can generally start anytime during a typical semester. Course work will be completed in an open laboratory setting with students in other courses or at different levels within the course in which they have enrolled. Instructors develop an individualized plan with the student to complete the competencies of the course. Weekly schedules are arranged between the instructor and students to meet individual needs.

OPEN Entry
Open courses are indicated throughout the schedule. These courses are offered on an open-entry flexible schedule. Each student will meet with the instructor to establish a schedule.

Do you need to apply to Gateway?
Gateway is here to help you succeed. Hands-on training, cutting-edge technology, more than 65 career options, and staff with working world wisdom makes Gateway a smart choice for your future. Are you ready to amaze yourself with the skills you will acquire?

Ready to begin? First, you must decide one of two things:

- Are you seeking to graduate from a program or certificate? Apply now. See the application priority dates below.
- Do you wish to enroll in a non-credit class, program, or seminar? No application is necessary; proceed to Registration.

Those seeking to start an exciting new career and earn a degree or diploma or certificate need to apply to their chosen program. While Gateway Technical College accepts applications on an ongoing basis, we do have priority admission dates prior to the start of each semester.

Benefits of program admission?
- You will receive up-to-date information.
- Priority Registration - You get to choose your classes and register before non-program students.
- To be eligible for financial aid, you must be accepted to a program.
- A program’s course requirements can change frequently. Acceptance locks you in to the program courses for the year you are accepted.

No application is necessary for students enrolling in a non-credit class, a non-credit program, seminar, or a course to improve your skills or for personal enrichment.

You can proceed directly to registration. Students are encouraged to meet with a program counselor to discuss program information, course selection, and any other additional requirements.

Application Priority Dates

<table>
<thead>
<tr>
<th>Month</th>
<th>Semester</th>
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<tbody>
<tr>
<td>March 1</td>
<td>Summer Semester</td>
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<tr>
<td>July 1</td>
<td>Fall Semester</td>
</tr>
<tr>
<td>November 1</td>
<td>Spring Semester</td>
</tr>
</tbody>
</table>

Complete your file for admission by the dates above and we guarantee admission to your program by the Priority Student Registration and Financial Aid file completion dates!
Class Availability at Gateway

- Students interested in attempting to register for a closed class should monitor seat availability via WebAdvisor.
- If a seat becomes available in a closed class, the class will be reopened. The open status and number of seats available will be immediately displayed via WebAdvisor.
- Students will be able to register via WebAdvisor or in person for newly reopened classes through the normal registration process, as seats are available.

GED testing brush-up sessions

- 10-week (afternoons) structured GED brush-up sessions
- Offered at Gateway's Racine, Kenosha, and Elkhorn campuses (Check with individual campus for start dates and times.)
- No course tuition charged to Wisconsin residents, however a textbook will need to be purchased.

Register at the Student Services Office of any of the following campuses. For more information, contact:

Kenosha Campus: 262-564-2200
Racine Campus: 262-619-6200
Elkhorn Campus: 262-741-8200

Senior Citizen Audits of Postsecondary Courses

Wisconsin residents, 60 years or older, may audit a technical diploma or associate degree course at a significantly reduced rate, provided space is available. Material, activity, and other miscellaneous fees will still be charged. Forms for requesting a senior audit are available at registration. If the senior wants credit for the course, regular registration procedures and charges apply.

Senior Citizens and ACE Classes

Wisconsin citizens 62 years of age or older can attend Adult Continuing Education (ACE) classes by paying only material and miscellaneous fees. Please contact registration for information. This reduced rate is not available for Motorcycle Rider, Emergency Medical Technician, Group Dynamics, or Multiple Offender classes.
307-108 SUPERVISED PARTICIPATION & SEMINAR
$FEE. (PREREQUISITE- 307-104 Early Childhood Observations & Recording; COREQUISITE- 307-107 Curriculum Planning, 801-195 Written Communications)

Opportunity for interaction with young children in two early childhood programs. Student will act as a teacher’s aide to gain procedures for guiding child behavior and development.

Specific Campus Name

xxx-xxx-xxxx MWF 8:00-9:00am 1/21-5/20
Th 9:00-11:00am 1/23-5/18
F 9:00-10:00am

xxx-xxx-xxxx MW 11:30-1:00pm 1/21-5/20
xxx-xxx-xxxx S 8:00-11:30am 1/24-5/16
xxx-xxx-xxxx W 7:00-10:00pm 1/21-5/20
xxx-xxx-xxxx MTWThF 12:00-12:50pm 1/21-5/20

Contact instructor at abc-defg for report information

Class Number: 10 or 11 digit number
Prerequisite: Must be completed before beginning the course.
Corequisite: Can be taken currently with the desired course, or prior.
Course work: Some courses require proficiency, such as typing ability.

ALTERNATIVE DELIVERY

M = Monday
T = Tuesday
W = Wednesday
Th = Thursday
F = Friday
S = Saturday

AC = Accelerated
INET = Internet Study
ITV = Interactive TV
PRINT = Print Based Correspondence
SP = Self-Paced Labs
ST = Stacked Class

TELCR = Telecourse
VIDEO = Video Tapes
IPVID IP Video = Courses that utilize Internet-delivered video as a key component of their design and delivery.
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Communication Skills

S347.44 PREREQUISITES: 831-103 College Writing, Intro
This course is designed for learners to develop knowledge and skills in all aspects of the writing process. Planning, organizing, writing, editing and revising are applied through a variety of activities. Students will analyze audience and purpose, use elements of research, and format documents using standard guidelines. Individuals will develop critical reading skills through analysis of various written documents.

Kenosha
801-136-3K11 MW 04:45P-06:15P 01/19-05/09
801-136-3K12 M 06:30P-09:30P 01/24-05/09
801-136-3K13 Th 06:30P-09:30P 01/20-05/05
801-136-3K1A M 07:00A-10:00A 01/24-05/09
801-136-3K1B M 10:15A-01:15P 01/24-05/09
801-136-3K1C T 07:00A-10:00A 01/25-05/10
801-136-3K1D T 10:15A-01:15P 01/25-05/10
801-136-3K1E T 01:30P-04:30P 01/25-05/10
801-136-3K1F W 07:00A-10:00A 01/19-05/04
801-136-3K1G Th 10:15A-01:15P 01/20-05/05
801-136-3K1H F 01:30P-05:00P 02/28-05/06
801-136-3K9A S 10:15A-01:15P 06/02-07/06
801-136-3KMA BLND F 07:00A-08:30A 01/21-05/06

This blended class requires substantial on-line work in addition to the face-to-face class times shown in the schedule.

Lakeview Advanced Tech. Center
801-136-3L11 W 06:00P-09:00P 01/19-05/04

Racine
801-136-3R11 T 06:00P-09:00P 01/25-05/10
801-136-3R12 W 06:00P-09:00P 01/19-05/04
801-136-3R13 Th 06:00P-09:00P 01/20-05/05
801-136-3R1A MW 10:15A-11:45A 01/19-05/09
801-136-3R1B MW 12:25P-01:55P 01/19-05/09
801-136-3R1C TTh 08:05A-09:35A 01/20-05/10
801-136-3R1D TTh 12:25P-01:55P 01/20-05/10
801-136-3R1E TTh 10:15A-01:15P 01/19-05/04
801-136-3R1F W 09:10A-12:10P 01/19-05/04
801-136-3R31 AC Th 09:10A-12:10P 01/22-05/07
801-136-3R9A S 09:10A-12:10P 01/22-05/07
801-196-3K11 M 06:00P-09:00P 01/24-05/09
801-196-3K12 W 05:30P-08:30P 01/19-05/04
801-196-3K13 Th 06:00P-09:00P 01/20-05/05
801-196-3K14 F 04:45P-07:45P 01/21-05/06
801-196-3K9A S 09:10A-12:10P 01/22-05/07
801-196-KMA BLND T 01:30P-03:00P 01/20-05/05

This blended class requires substantial on-line work in addition to the face-to-face class times shown in the schedule.

Elkhorn
801-136-3E11 T 06:00P-09:00P 01/25-05/10
801-136-3E12 W 06:00P-09:00P 01/19-05/04
801-136-3E1A MW 10:15A-11:45A 01/19-05/09
801-136-3E1B TTh 09:10A-12:10P 01/20-05/10
801-136-3E1C TTh 12:25P-01:55P 01/20-05/10
801-136-3E1D F 09:10A-12:10P 01/21-05/06

Burlington
801-136-3R9A S 09:10A-12:10P 01/22-05/07

Off Campus
801-136-3W7A INET TBA TBA-TBA 01/19-05/10
801-136-3W7B INET TBA TBA-TBA 01/19-05/10
801-136-3W7C INET TBA TBA-TBA 01/19-05/10
801-136-3W7D INET TBA TBA-TBA 01/19-05/10
801-136-3W7E INET TBA TBA-TBA 01/19-05/10

801-196 Oral/Interpersonal Communication 3.00 CR
S347.44 PREREQUISITES: NONE
This course focuses upon developing speaking, verbal and nonverbal communication, and listening skills through individual presentations, group activities, and other projects.

Kenosha
801-196-3K11 M 06:00P-09:00P 01/24-05/09
801-196-3K12 W 05:30P-08:30P 01/19-05/04
801-196-3K13 Th 06:00P-09:00P 01/20-05/05
801-196-3K14 F 04:45P-07:45P 01/21-05/06
801-196-3K9A S 09:10A-12:10P 01/22-05/07
801-196-KMA BLND T 01:30P-03:00P 01/20-05/05

This blended class requires substantial on-line work in addition to the face-to-face class times shown in the schedule.

Lakeview Advanced Tech. Center
801-196-3L11 AC M 06:00P-09:00P 02/07-04/04

Racine
801-196-3R11 T 06:00P-09:00P 01/25-05/10
801-196-3R12 Th 06:00P-09:00P 01/20-05/05
801-196-3R1A MW 10:15A-11:45A 01/19-05/09
801-196-3R1B MW 12:25P-01:55P 01/19-05/09
801-196-3R1C TTh 08:05A-09:35A 01/20-05/10
801-196-3R1D TTh 12:25P-01:55P 01/20-05/10
801-196-3R1E TTh 10:15A-01:15P 01/19-05/04
801-196-3R4A AC S 08:05A-11:30A 01/28-03/11
801-196-3K9A S 09:10A-12:10P 01/22-05/07
801-196-3KMA BLND T 01:30P-03:00P 01/20-05/05

This blended class requires substantial on-line work in addition to the face-to-face class times shown in the schedule.
Technical Reporting 3.00 CR

$347.44  PREREQUISITES: 801-136 English Composition 1

The student will prepare and present oral and written technical reports. Types of reports may include lab and field reports, proposals, technical letters and memos, technical research reports, and case studies. This course is designed as an advanced communication course for students who have completed at least the prerequisite introductory writing course.

Kenosha
801-197-3K11  W  06:30P-09:30P  01/19-05/04
801-197-3KMA BLND  F  09:10A-10:40A  01/21-05/06
801-197-3KMB BLND  F  11:20A-12:15P  01/21-05/06

Racine
801-197-3R1A  F  09:10A-12:10P  01/21-05/06
801-197-3RMA BLND  Th  02:35P-04:05P  01/20-05/05

This blended class requires substantial on-line work in addition to the face-to-face class times shown in the schedule.

CATI
801-197-3C11  Th  04:45P-07:45P  01/20-05/05

Elkhorn
801-197-3E11  Th  04:45P-07:45P  01/20-05/05

Off Campus
801-197-3W7A INET  TBA  TBA-TBA  01/19-05/10
801-197-3W7B INET  TBA  TBA-TBA  01/19-05/10
801-197-3W7C INET  TBA  TBA-TBA  01/19-05/10

Technical Writing/ Electronic Publishing For Windows 2.00 CR

$232.96  PREREQUISITES: NONE

Students are provided the skills and practice in the conceptual, artistic, and psychological techniques of layout and design with the flexibility offered by Adobe InDesign on the Windows platform. Emphasis is on the creation of production-ready page layout.

Racine
801-111-3RMA BLND  W  03:40P-06:15P  03/23-05/04
801-111-3RMA BLND  W  03:40P-06:15P  03/23-05/04

Off Campus
801-111-3WBA INET,ST  TBA  TBA-TBA  03/23-05/04

Additional fees apply to this class — cost is $252.96

Technical Writing/ Internship 3.00 CR


Provides an opportunity to apply technical communication skills and training to an actual work situation. The student will spend a minimum of 8 hours per week at the work station performing technical communications tasks and up to one hour per week in consultation with the assigned instructor. Student contracts with the employer and the instructor regarding the work agreement.

Racine
801-126-3R1A DS  TBA  TBA-TBA  01/24-05/09
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<th>CR</th>
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<td>801-128</td>
<td>Technical Writing/Forms Design</td>
<td>1.00 CR</td>
<td>None</td>
<td>Students are provided the skills and practice to create effective and user-friendly forms. Emphasis is on identifying and meeting the needs for the form by all users. Using computer software, students produce both paper and electronic forms.</td>
</tr>
<tr>
<td>801-131</td>
<td>Technical Writing/Newsletter Writing</td>
<td>1.00 CR</td>
<td>None</td>
<td>Students are provided the skills and practice in publishing newsletters to publication specifications. Emphasis will be on the production of newsletters from conception through research, writing, illustrating, layout, editing, approval, and production.</td>
</tr>
<tr>
<td>801-107</td>
<td>Technical Writing/Audio Visual</td>
<td>2.00 CR</td>
<td>None</td>
<td>Students are provided the skills and practice to write for audio visual production. Emphasis is on the preparation of the time, audio, and video sections of storyboards for the production of industrial, commercial, and educational film, videotape, and CD programming.</td>
</tr>
<tr>
<td>801-120</td>
<td>Technical Writing/Grant and Proposal Writing</td>
<td>2.00 CR</td>
<td>None</td>
<td>Familiarization and practice in writing program and funding proposals for grants. Emphasis will be on following the Request for Proposals (RFP) guidelines that enhance successful funding and program initiation from federal, state and local government, as well as private foundations.</td>
</tr>
<tr>
<td>801-123</td>
<td>Technical Writing/Procedural Writing</td>
<td>2.00 CR</td>
<td>None</td>
<td>Analyze and apply the skills required to prepare the various internal operational writings such as mission statements, job descriptions, job ads, standard operating procedures, employee evaluations, department reports, and marketing plans.</td>
</tr>
<tr>
<td>801-108</td>
<td>Technical Writing/Sales Promotion</td>
<td>2.00 CR</td>
<td>None</td>
<td>Students are provided the skills and practice in preparing and writing sales promotion materials for the print media, audiovisual media and the specialty media. Emphasis will be on the diversity of the sales promotion production and the need for long-range, multi-level programs, as well as the quick, attention getting programs.</td>
</tr>
<tr>
<td>801-301</td>
<td>Writing Principles</td>
<td>1.00 CR</td>
<td>801-760 Pre-Technical Writing</td>
<td>Reviews the fundamentals of grammar. Emphasizes practical application of English in business correspondence.</td>
</tr>
<tr>
<td>801-199</td>
<td>Written Communication II</td>
<td>3.00 CR</td>
<td>801-136 English Composition</td>
<td>An advanced writing course which emphasizes the use of the writing process to explore various themes related to the world of work, ethics and life in a multi-cultural, global community. Students develop critical reading and writing skills and produce original compositions demonstrating critical thinking ability. Students will also learn the process for producing a documented research project using primary and secondary sources.</td>
</tr>
<tr>
<td>802-104</td>
<td>German I</td>
<td>3.00 CR</td>
<td>None</td>
<td>Fundamentals of German grammar; drill in structure and pronunciation; development of vocabulary. Aural-oral and reading skills are introduced in the classroom.</td>
</tr>
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</table>
responsibility, and cooperate with others in the workplace. Exhibit positive work attitude, practice good work habits and ethical behavior, accept own professional career path.

listening, speaking, reading, and writing. It is a progressive study, using knowledge gained at the first-semester level as a base. Survival skills in the Spanish culture will well as their chosen career’s technical knowledge, attitude and skill. Through the diversity of the community, global connectivity, civic engagement and their own professional career path.

General Studies

802-111 Spanish I 3.00 CR
S347.44 PREREQUISITES: NONE
For beginning students of Spanish who wish to use Spanish as a means of oral and written communication. Students will learn the basic skills of listening, speaking, reading, and writing in the language. The information gained should be helpful to various industries and service providers in communicating with Spanish-speaking Americans as in translating, speaking and writing in the ever-expanding export market and human services fields.

Kenosha
802-111-3K11 TTh 06:00P-08:00P 01/20-05/10
802-111-3K1A MW 01:30P-03:30P 01/19-05/09
802-111-3K1B TTh 03:40P-05:40P 01/19-05/09

Racine
802-111-3R11 MW 06:00P-08:00P 01/19-05/09
802-111-3E1A TTh 03:40P-05:40P 01/20-05/10

802-112 Spanish II 3.00 CR
S347.44 PREREQUISITES: 802-111 Spanish I
This course continues the study of the Spanish language, using four components: listening, speaking, reading and writing. It is a progressive study, using knowledge gained at the first-semester level as a base. Survival skills in the Spanish culture will be targeted.

Racine
802-112-3R11 MW 06:00P-08:00P 01/19-05/09

General Studies: Spring

890-103 Employability Skills 2.00 CR
S232.96 PREREQUISITES: NONE
After completion of course, students will demonstrate positive personal image, exhibit positive work attitude, practice good work habits and ethical behavior, accept responsibility, and cooperate with others in the workplace.

Lakeview Advanced Tech. Center
890-103-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Elkhorn
890-103-3E6A SP TTh 03:00P-08:00P 01/20-05/10

890-106 Serving to Learn Globally 1.00 CR
S118.48 Instructor consent required
PREREQUISITES: 890-105 Serving to Learn Locally
Through immersion in a global community, students will collaborate to identify a need, plan a service, perform the service and/or evaluate the result. They will apply principles of professionalism, team work, and critical thinking, as well as their chosen career’s technical knowledge, attitude and skill. Through reflection and dissemination, students will integrate an increased sensitivity to the diversity of the community, global connectivity, civic engagement and their own professional career path.

890-105 Serving to Learn Locally 2.00 CR
S232.96 PREREQUISITES: NONE
Through meaningful volunteer service, students will apply principles of professionalism, team work, and critical thinking, as well as their chosen career’s technical knowledge, attitude and skill. Students will collaborate with the community, including (but not limited to) the identification of a service need, planning the service, performance of the service, and/or evaluation of the result. Through reflection and dissemination, students will integrate an increased sensitivity to the diversity of the community, global connectivity, civic engagement and their own professional career path.

Kenosha
890-105-3K1A F 01:30P-03:30P 01/21-05/06
890-105-3K1B TBA 01/21-05/06

804-181 College Algebra and Trigonometry with Applications 5.00 CR
S576.40 PREREQUISITES: 804-114 College Technical Math 1B
This course covers those skills needed for success in Calculus and many application areas on a baccalaureate level. Topics include the real and complex number systems, polynomials, exponents, radicals, solving equations and inequalities (linear and nonlinear), relations and functions, systems of equations and inequalities (linear and nonlinear), matrices, graphing, conic sections, sequences and series, combinatorial and the binomial theorem.

CATI
804-197-3C1A TTh 08:05A-10:05A 01/20-05/10

Mathematics

804-181-3C1A TTh 08:05A-10:05A 01/19-05/09
804-181-3C1B MW 04:45P-06:45P 01/19-05/09

804-197-3C1A TTh 10:15A-12:15P 01/20-05/10

804-197-3C1B MW 07:00P-09:00P 01/19-05/09

804-197-3ZMA BLND TBA TBA-TBA 01/07-01/14

Students will be required to attend and complete 890-105 as a pre-requisite and meet requirements for international travel and service learning. Students will be working on service projects internationally under direct supervision of the instructor.
and using calculators. Topics include performing arithmetic operations and simplifying algebraic expressions, solving linear equations and inequalities, on problem-solving, critical thinking and logical reasoning, making connections, and trigonometry; and 3) probability and statistics. Special emphasis is placed on the application of skills to technical problems. Successful completion of College Technical Math 1-A and College Technical Math 1-B is the equivalent of College Technical Math 1.

**Kenosha**
- 804-114-3K11 TTh 06:00P-08:30P 01/20-05/10
- 804-114-3K1A MW 09:10A-11:40A 01/19-05/09

**Off Campus**
- 804-115-3W7A INET TBA TBA-TBA 01/19-05/10

**Lakeview Advanced Tech. Center**
- 804-107-3L31 AC Th 06:00P-09:00P 01/19-05/10

**Racine**
- 804-107-3R1A F 09:10A-12:10P 01/19-05/10
- 804-107-3R1B TTh 10:15A-11:45A 01/19-05/09
- 804-107-3R31 AC M 06:00P-09:00P 03/20-05/05
- 804-107-3R9A S 09:10A-11:40A 02/05-05/07

**Elkhorn**
- 804-107-3E1A TTh 06:00P-09:00P 01/20-05/05
- 804-107-3E1B T 06:00P-09:00P 01/25-05/10
- 804-107-3E1C F 12:25P-03:25P 01/21-05/06

**Burlington**
- 804-107-3B11 W 06:00P-09:00P 01/19-05/10

**Additional fees apply to this class — cost is $577.44**

**Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor**
804-133 Mathematics and Logic 3.00 CR
S347.44 PREREQUISITES: 834-110 Elementary Algebra with Applications
Students will apply mathematical problem solving techniques. Topics will include symbolic logic, sets, algebra, Boolean algebra, and number bases.

Kenosha
804-133-3K11 Th 06:00P-09:00P 01/20-05/05
804-133-3R11 M 06:00P-09:00P 01/24-05/09

Racine
804-133-3W7A INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is $377.44
804-133-3W7B INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is $377.44

804-370 Mathematics I/Applied 2.00 CR
S232.96 PREREQUISITES: 834-109 Pre-Algebra
Reviews the four basic mathematical operations on whole numbers, fractions and decimals. Also covers basic algebra and trigonometry related to technical fields.

Racine
804-370-3R1A MW 12:25P-02:25P 01/19-05/09

Elkhorn
804-370-3E1A TTh 01:30P-03:30P 01/20-05/10

804-371 Mathematics II/Applied 1.00 CR
S118.48 PREREQUISITES: 804-370 Mathematics I/Applied
Covers geometric principles along with calculations of linear, area and volume measurements. Includes interpreting and sketching graphs, the metric system, a method to solve technical conversions problems, and an introduction to statistics.

Racine
804-371-3R2A ST MW 12:25P-01:25P 01/19-05/09

806-179 Anatomy and Physiology, Advanced 4.00 CR
S483.92 PREREQUISITES: 806-177 General Anatomy and Physiology
Advanced Anatomy and Physiology is the second semester in a two semester sequence in which normal human anatomy and physiology are studied, using a body systems approach, with emphasis on the interrelationships between form and function at the gross and microscopic levels of organization. Instruction is delivered both within a classroom and in a laboratory setting. Experimentation within a science lab includes analysis of cellular metabolism and the individual components of body systems, such as the nervous, neuromuscular, cardiovascular, and urinary systems. Students examine homeostatic mechanisms and their relationship to fluids, electrolytes, acid-base balance, and blood. Integration of genetics to human reproduction and development are also included in this course.

Kenosha
806-179-3K11 W 05:50P-08:50P 01/19-05/09
M 05:50P-07:50P 01/19-05/09
806-179-3K1A Th 08:05A-11:05A 01/20-05/10
T 09:10A-11:10A 01/20-05/10
806-179-3K1B W 08:05A-11:05A 01/19-05/09
M 09:10A-11:10A 01/19-05/09

806-179-3K1C Th 11:20A-02:20P 01/20-05/10
T 11:20A-01:20P 01/20-05/10
806-179-3K1D F 08:05A-11:05A 01/19-05/06
W 09:10A-11:10A 01/19-05/06
806-179-3K1E W 02:35P-05:35P 01/19-05/09
M 02:35P-04:35P 01/19-05/09
806-179-3K1F M 01:30P-04:30P 01/19-05/09
W 01:30P-03:30P 01/19-05/09

Racine
806-179-3R11 M 05:50P-08:50P 01/19-05/09
W 05:50P-07:50P 01/19-05/09
806-179-3R1A Th 01:30P-04:30P 01/20-05/10
T 01:30P-03:30P 01/20-05/10

Elkhorn
806-179-3E1A MW 12:25P-01:55P 01/19-05/09
F 12:25P-02:25P 01/19-05/09

Burlington
806-186 Biochemistry/Introduction 4.00 CR
S483.92 PREREQUISITES: 806-134 General Chemistry
This introductory course is designed for students in health sciences. Selected topics of inorganic and organic chemistry are applied to fundamental areas of biochemistry. Units of study include carbohydrates, lipids and proteins, enzymes, nucleic acids, bioenergetics, metabolic pathways, and body fluids.

Kenosha
806-186-3B11 MW 04:25P-05:55P 01/19-05/09
806-186-3R1A MW 01:30P-03:00P 01/19-05/09

808-189 Anatomy, Basic 3.00 CR
S347.44 PREREQUISITES: NONE
This course examines concepts of anatomy and physiology as they relate to health careers. Learners correlate anatomical and physiological terminology to all body systems.

Kenosha
808-189-3K1B Th 06:00P-09:00P 01/20-05/05
808-189-3K1A Th 12:25P-02:25P 01/19-05/09

806-143 College Physics 1 3.00 CR
S362.94 PREREQUISITES: 804-113 College Technical Math 1A
This course presents the applications and theory of basic physics principles. It emphasizes problem solving, laboratory investigation, and applications. Topics include laboratory safety, unit conversions and analysis, kinematics, dynamics, work, energy, power, temperature, and heat.

Racine
806-143-3R1A M 01:30P-05:30P 01/24-05/09

806-146 College Physics 2 4.00 CR
S483.92 PREREQUISITES: 806-143 College Physics 1
This course presents the applications and theory of basic physics principles. It emphasizes problem solving, laboratory investigation, and applications. Topics include laboratory safety, unit conversions and analysis, kinematics, dynamics, work, energy, power, temperature, and heat.

Racine
806-146-3R1A M 01:30P-05:30P 01/24-05/09

804-133 Mathematics and Logic 3.00 CR
S347.44 PREREQUISITES: 834-110 Elementary Algebra with Applications
Students will apply mathematical problem solving techniques. Topics will include symbolic logic, sets, algebra, Boolean algebra, and number bases.

Kenosha
804-133-3K11 Th 06:00P-09:00P 01/20-05/05
804-133-3R11 M 06:00P-09:00P 01/24-05/09

Racine
804-133-3W7A INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is $377.44
804-133-3W7B INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is $377.44
Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
### Social Science

<table>
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<th>Credits</th>
<th>Prerequisites</th>
<th>Notes</th>
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<tbody>
<tr>
<td>806-112</td>
<td>Principles of Sustainability</td>
<td>3.00</td>
<td>NONE</td>
<td>Prepares the student to develop sustainable literacy, analyze the interconnections among the physical and biological sciences and environmental systems, summarize the effects of sustainability on health and well-being, analyze connections among social, economic, and environmental systems, employ energy conservation strategies to reduce the use of fossil fuels, investigate alternative energy options, evaluate options to current waste disposal and recycling in the U.S., and analyze approaches used by your community to promote and implement sustainability.</td>
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#### Kenosha
- **806-112-3K11**  
  **ST**  
  T  
  01:30P-04:30P  
  01/25-05/10

#### Racine
- **806-112-3R11**  
  **M**  
  06:00P-09:00P  
  01/24-05/09

#### Elkhorn
- **806-112-3E11**  
  **W**  
  06:00P-09:00P  
  01/20-05/05

### Economics

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<td>809-195</td>
<td>Economics</td>
<td>3.00</td>
<td>838-105 Reading &amp; Study Skills, Intro</td>
<td>Prepares the student to develop sustainable literacy, analyze the interconnections among the physical and biological sciences and environmental systems, summarize the effects of sustainability on health and well-being, analyze connections among social, economic, and environmental systems, employ energy conservation strategies to reduce the use of fossil fuels, investigate alternative energy options, evaluate options to current waste disposal and recycling in the U.S., and analyze approaches used by your community to promote and implement sustainability.</td>
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#### Off Campus
- **809-144-3W7A**  
  **INET**  
  TBA  
  TBA-TBA  
  01/19-05/10  
  Additional fees apply to this class — cost is $377.44

- **809-144-3W7B**  
  **INET**  
  TBA  
  TBA-TBA  
  01/19-05/10  
  Additional fees apply to this class — cost is $377.44
### 809-128 Marriage and Family 3.00 CR

**S347.44 PREREQUISITES: NONE**

This course introduces the student to the sociological aspects of marriage and family life in contemporary American society. Emphasis is on the study of cognitive, emotional, and behavioral patterns associated with courtship, love, mate selection, sexuality, and marriage. Moreover, it discusses the life span development in the family life cycle, balancing work and family, and parenting. This course is based on the premise that human attitudes, feelings, and behaviors are largely shaped and influenced by philosophy, gender, communication, and personal beliefs. Therefore, success in the institutions of marriage and family require knowledge and skills in the roles of spouse and parent and ways to apply concepts to daily life.

**Kenosha**
- 809-128-3K11 Th 01:30P-04:30P 01/20-05/05
- 809-128-3R1A T 06:00P-09:00P 01/25-05/10

**Racine**
- 809-128-3R11 Th 11:20A-12:50P 01/20-05/10

### 809-143 Microeconomics 3.00 CR

**S347.44 PREREQUISITES: 838-105 Reading & Study Skills, Intro**

This course examines the behavior of individual decision makers, primarily consumers and firms. Topics include choices of how much to consume and to produce, the functioning of perfectly and imperfectly competitive markets, the conditions under which markets may fail, and arguments for and against government intervention. The student applies the fundamental tools of economics to real world problems.

**Kenosha**
- 809-143-3K11 T 06:00P-09:00P 01/25-05/10
- 809-143-3K1A MW 11:20A-12:50P 01/19-05/09

**Racine**
- 809-143-3R11 W 06:00P-09:00P 01/19-05/04
- 809-143-3R1A TTh 09:10A-10:40A 01/20-05/10
- 809-143-3R1B TTh 01:30P-03:00P 01/20-05/10

**Burlington**
- 809-143-3B11 Th 06:00P-09:00P 01/20-05/05

**Off Campus**
- 809-143-3W7A INET TBA TBA-TBA 01/19-05/10
- 809-143-3W7B INET TBA TBA-TBA 01/19-05/10

### 809-112 Principles of Sustainability 3.00 CR

**S347.44 PREREQUISITES: NONE**

Prepares the student to develop sustainable literacy, analyze the interconnections among the physical and biological sciences and environmental systems, summarize the effects of sustainability on health and well-being, analyze connections among social, economic, and environmental systems, employ energy conservation strategies to reduce the use of fossil fuels, investigate alternative energy options, evaluate options to current waste disposal and recycling in the U.S., and analyze approaches used by your community to promote and implement sustainability.

**Kenosha**
- 809-112-3K11 T 01:30P-04:30P 01/25-05/10

### 809-159 Psychology, Abnormal 3.00 CR

**S347.44 PREREQUISITES: 809-198 Psychology, Introduction to**

This course in abnormal psychology surveys the essential features, possible causes, and assessment and treatment of the various types of abnormal behavior from the viewpoint of the major theoretical perspectives in the field of abnormal psychology. Students will be introduced to the diagnosis system of the Diagnostic and Statistical Manual of Mental Disorders (DSM-IV). In addition, the history of the psychology of abnormality will be traced. Cultural and social perspectives in understanding and responding to abnormal behavior will be explored as well as current topics and issues within abnormal psychology.

**Kenosha**
- 809-159-3K11 M 06:00P-09:00P 01/24-05/09
- 809-159-3K1A TTh 10:15A-11:45A 01/20-05/10

**Racine**
- 809-159-3R11 T 06:00P-09:00P 01/20-05/10
- 809-159-3R1A MW 10:15A-11:45A 01/19-05/09

**Elkhorn**
- 809-159-3E1A TTh 12:25P-01:55P 01/20-05/10

**Burlington**
- 809-159-3B11 T 06:00P-09:00P 01/25-05/10

**Off Campus**
- 809-159-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $377.44

### 809-188 Psychology, Developmental 3.00 CR

**S347.44 PREREQUISITES: 838-105 Reading & Study Skills, Intro**

Developmental Psychology is the study of human development throughout the lifespan. This course explores developmental theory and research with an emphasis on the interactive nature of the biological, cognitive, and psychosocial changes that affect the individual from conception to death. Application activities and critical thinking skills will enable students to gain an increased knowledge and understanding of themselves and others.

**Kenosha**
- 809-188-3K11 Th 06:00P-09:00P 01/20-05/05
- 809-188-3K12 F 06:00P-09:00P 01/21-05/06
- 809-188-3K1A MW 11:20A-12:50P 01/19-05/09
- 809-188-3K1B TTh 12:25P-01:55P 01/20-05/10
- 809-188-3K1C W 01:30P-04:30P 01/19-05/04

**Racine**
- 809-188-3R11 T 06:00P-09:00P 01/25-05/10

**Elkhorn**
- 809-188-3E1I M 06:00P-09:00P 01/24-05/09
- 809-188-3E1A T 12:25P-03:25P 01/25-05/10

**Burlington**
- 809-188-3B11 T 06:00P-09:00P 01/25-05/10

**Off Campus**
- 809-188-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $377.44

### 809-198 Psychology, Introduction to 3.00 CR

**S347.44 PREREQUISITES: 838-105 Reading & Study Skills, Intro**

This course introduces students to some of the major theories and topics of psychology, including the physiological basis of behavior, personality and learning theories,
### General Studies: Spring

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Days</th>
<th>Times</th>
<th>Start Date</th>
<th>End Date</th>
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<td>Marketing/Sports and Event Introduction</td>
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<td>Mechanical Power Transmission</td>
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<tr>
<td>Medical Devices; Function and Use 1</td>
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Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
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<thead>
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<tr>
<td>Medical Terminology</td>
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<td>Nursing Health Alterations</td>
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<td>Nursing Mental Health Community Concepts</td>
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<tr>
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<td>Nursing: Introduction to Clinical Care Management</td>
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<td>PC Basics/MS Office</td>
<td>51</td>
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<td>Perennials</td>
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<td>Perl Programming, Introduction to</td>
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<td>Personal Financial Planning</td>
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<td>Pneumatics/Hydraulics - Introduction</td>
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<td>Principles of Customer Service in Healthcare</td>
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<td>Professional Practice Experience II</td>
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<td>Professional Practices in Human Services</td>
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<td>Programmable Logic Controllers/Advanced</td>
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<td>Programming &amp; Database, Introduction to Concepts</td>
<td>76</td>
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<td>Project Management</td>
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<td>Promotion Principles I</td>
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<td>Psychopharmacology</td>
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<td>PTA Therapeutic Exercise</td>
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<td>Publication Design for the Office</td>
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**Associate Degree: Spring**
Accounting

101-158 Accounting Capstone 4.00 CR


The capstone course will guide the student in developing skills, internal control, and financial statement analysis in the accounting environment. Students will resolve accounting problems by applying skills and techniques acquired in previous courses. Students will apply business law and ethics to the accounting environment. This course will prepare students to take the ABA (Accredited Business Accountant) exam. The ABA is a national certification supported by the National Society of Accountants. It is a certification designed for accountants with associate degrees. The capstone course will provide an assessment opportunity aimed at achieving national certification.

Kenosha
101-158-3KA1 IPVID M 07:30A-08:30P 01/24-05/09
This class is offered via IP video to more than one campus at the same time.

101-158-3KAA IPVID M 12:25P-03:25P 01/24-05/09
This class is offered via IP video to more than one campus at the same time.

Racine
101-158-3RA1 IPVID M 05:30P-08:30P 01/24-05/09
This class is offered via IP video to more than one campus at the same time.

101-158-3RAA IPVID M 12:25P-03:25P 01/24-05/09
This class is offered via IP video to more than one campus at the same time.

Elkhorn
101-158-3EA1 IPVID M 05:30P-08:30P 01/24-05/09
This class is offered via IP video to more than one campus at the same time.

**Off Campus**
101-158-3WOC INET TBA TBA 01/19-05/04
101-158-3WOA INET TBA TBA 02/02-05/25
101-158-3WOE INET TBA TBA 03/02-06/22
101-158-3WOH INET TBA TBA 03/09-06/29
101-158-3WOI INET TBA TBA 03/23-07/06
101-158-3WOJ INET TBA TBA 03/30-07/13
101-158-3WOK INET TBA TBA 04/06-07/20

See below for additional course information.

101-158-3WOL INET TBA TBA-TBA 04/13-07/27
See below for additional course information.

*Additional fees apply to this class — cost is $510.92. This course is offered in an on-demand format. Note the specific start and end dates of this section as there are specific due dates for assignments. If you would like more information about on-demand accounting, go to http://weblogmu.gtc.edu/ondemandaccounting/ or email OnDemandAccounting@gtc.edu.

101-112 Accounting for Business 3.00 CR

$347.44 PREREQUISITES: NONE

A practical approach to the study of accounting. Basic accounting practices and procedures are explained with particular emphasis on the transactional effect on the income statement and balance sheet. Other areas covered include adjusting and closing entries; accounting for cash, including bank reconciliations and payroll accounting.

Kenosha
101-112-3K1A W 06:00P-09:00P 01/19-05/04
101-112-3K1A TTh 09:10A-10:40A 01/20-05/10

Racine
101-112-3R1A F 09:10A-12:10P 01/21-05/06
101-112-3R31 T 05:30P-09:30P 03/22-04/26

This course is offered in an accelerated format. Attendance at all scheduled class times is required.

Elkhorn
101-112-3E1A Th 01:30P-04:30P 01/20-05/05

**Off Campus**
101-112-3W7A INET TBA TBA-TBA 01/19-05/04
101-112-3W7B INET TBA TBA-TBA 01/19-05/04
101-112-3W7C INET TBA TBA-TBA 01/19-05/04

*Additional fees apply to this class — cost is $377.44. On the first day of class, Wednesday, January 19, 2011 you should log onto Blackboard at http://gtc.blackboard.com

101-105 Accounting Portfolio Development 2.00 CR

$235.46 PREREQUISITES: NONE


In this program capstone course, the student will refine and compile a personal portfolio (from prior program course assignments) that demonstrate mastery of the program’s outcomes and can be used as a job interview tool. The student will identify professional goals and develop a job search or job advancement career plan, resume, application letter, and prepare for interviews. The student will explore local employment resources and career opportunities.

Kenosha
101-105-3KMA BLND Th 12:25P-01:55P 01/20-05/05

**Off Campus**
101-105-3WDA INET TBA TBA-TBA 01/19-05/04
101-105-3WDB INET TBA TBA-TBA 01/26-05/18
101-105-3WDC INET TBA TBA-TBA 03/02-06/22

See below for additional course information.

101-105-3WDD INET TBA TBA-TBA 03/09-06/29
101-105-3WDE INET TBA TBA-TBA 03/23-07/06
101-105-3WDF INET TBA TBA-TBA 03/30-07/13
101-105-3WEG INET TBA TBA-TBA 04/06-07/20

See below for additional course information.
### 101-105-3WOD
**INET**
TBA  
TBA-TBA  
02/09-06/01

**See below for additional course information.**

### 101-105-3WOE
**INET**
TBA  
TBA-TBA  
02/16/06/08

**See below for additional course information.**

### 101-105-3WOI
**INET**
TBA  
TBA-TBA  
02/16/06/08

**See below for additional course information.**

### 101-114-3WOJ
**INET**
TBA  
TBA-TBA  
03/02/06/22

**See below for additional course information.**

### 101-114-3WOH
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TBA  
TBA-TBA  
03/09/06/29

**See below for additional course information.**

### 101-114-3WOI
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TBA  
TBA-TBA  
03/23/07/06

**See below for additional course information.**

### 101-114-3WOJ
**INET**
TBA  
TBA-TBA  
03/30/07/13

**See below for additional course information.**

### 101-114-3WOH
**INET**
TBA  
TBA-TBA  
04/06/07/20

**See below for additional course information.**

### 101-114-3WOI
**INET**
TBA  
TBA-TBA  
04/13/07/27

**See below for additional course information.**

*Additional fees apply to this class — cost is $255.46. This course is offered in an on-demand (36 different start dates per year), online format. Note specific start and end dates of this section as there are specific due dates for assignments. If you would like more information about on-demand accounting, go to http://weblogmu.gtc.edu/ondemandaccounting/ or email OnDemandAccounting@gtc.edu.

### 101-114-3WOG
**INET**
TBA  
TBA-TBA  
03/02/06/22

**See below for additional course information.**

### 101-114-3WOH
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TBA  
TBA-TBA  
03/09/06/29

**See below for additional course information.**

### 101-114-3WOI
**INET**
TBA  
TBA-TBA  
03/23/07/06

**See below for additional course information.**

### 101-114-3WOJ
**INET**
TBA  
TBA-TBA  
03/30/07/13

**See below for additional course information.**

### 101-114-3WOH
**INET**
TBA  
TBA-TBA  
04/06/07/20

**See below for additional course information.**

### 101-114-3WOI
**INET**
TBA  
TBA-TBA  
04/13/07/27

**See below for additional course information.**

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### 101-105-3WOD
**INET**
TBA  
TBA-TBA  
02/09-06/01

**See below for additional course information.**

### 101-105-3WOE
**INET**
TBA  
TBA-TBA  
02/16/06/08

**See below for additional course information.**

### 101-105-3WOI
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TBA  
TBA-TBA  
02/16/06/08

**See below for additional course information.**

### 101-105-3WOJ
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TBA  
TBA-TBA  
02/09-06/01

**See below for additional course information.**

### 101-105-3WOH
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TBA  
TBA-TBA  
02/16/06/08

**See below for additional course information.**

### 101-105-3WOI
**INET**
TBA  
TBA-TBA  
02/23/06/15

**See below for additional course information.**

*Additional fees apply to this class — cost is $128.48. This course is offered in an on-demand (36 different start dates per year), online format. Note the specific start and end dates of this section as there are specific due dates for assignments. If you would like more information about on-demand accounting, go to http://weblogmu.gtc.edu/ondemandaccounting/ or email OnDemandAccounting@gtc.edu.

### 101-100-3WOD
**INET**
TBA  
TBA-TBA  
01/19-05/04

**See below for additional course information.**

### 101-100-3WOE
**INET**
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TBA-TBA  
01/26-05/18

**See below for additional course information.**

### 101-100-3WOI
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TBA-TBA  
02/02-05/25

**See below for additional course information.**

### 101-100-3WOH
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TBA-TBA  
02/09-06/01

**See below for additional course information.**

### 101-100-3WOI
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TBA-TBA  
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### 101-100-3WOJ
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TBA-TBA  
02/23-06/15

**See below for additional course information.**

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TBA-TBA  
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TBA-TBA  
03/09-06/29

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TBA-TBA  
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**See below for additional course information.**

### 101-100-3WOI
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TBA-TBA  
04/13-07/27

**See below for additional course information.**

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### 101-100 Accounting Program Orientation 1.00 CR

**S128.48 PREREQUISITES: NONE**

Students develop skills to enhance their success in the Gateway Technical College accounting program and their career. These skills include self-assessment, time management, study skills, learning styles, and stress management. Students research the accounting field through the Internet, periodicals, and surveys. Students design an accounting academic and career development plan and initiate their ongoing program portfolio.

### Off Campus

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<th>Start Date</th>
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### Kenosha

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### Racine

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### Elkhorn

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<td>01/19-05/09</td>
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*Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor*
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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
<th>Description</th>
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<td>101-106</td>
<td>Accounting Spreadsheet Applications</td>
<td>3.00 CR</td>
<td>101-114 Accounting Principles or 101-112</td>
<td>This course covers intermediate and advanced spreadsheet topics. The student will develop and edit business-related worksheets and charts, including linking worksheets and workbooks. The student will also work with data tables, Goal Seek, scenarios, and Solver to perform what if calculations on various data. The student will also work with financial functions, macros, and create reports. This course will prepare the student to become Microsoft Office User Specialist (MOUS) certified in Excel at the Core of Expert level.</td>
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<tr>
<td>101-122</td>
<td>Intermediate Accounting II</td>
<td>3.00 CR</td>
<td>101-114 Accounting Principles or 101-112</td>
<td>The student will work with financial functions, macros, and create reports. This course will prepare the student to become Microsoft Office User Specialist (MOUS) certified in Excel at the Core of Expert level.</td>
</tr>
<tr>
<td>101-132</td>
<td>Advanced Accounting Principles or 101-114</td>
<td>3.00 CR</td>
<td>101-114 Accounting Principles or 101-112</td>
<td>The student will work with financial functions, macros, and create reports. This course will prepare the student to become Microsoft Office User Specialist (MOUS) certified in Excel at the Core of Expert level.</td>
</tr>
<tr>
<td>101-184</td>
<td>Business Finance and Budgeting</td>
<td>3.00 CR</td>
<td>103-102 Accounting for Business and 103-119</td>
<td>This course covers advanced and advanced spreadsheet applications, including linking worksheets and workbooks. The student will also work with data tables, Goal Seek, scenarios, and Solver to perform what if calculations on various data. The student will also work with financial functions, macros, and create reports. This course will prepare the student to become Microsoft Office User Specialist (MOUS) certified in Excel at the Core of Expert level.</td>
</tr>
<tr>
<td>101-155</td>
<td>Financial Analysis/Management</td>
<td>3.00 CR</td>
<td>101-126 Accounting Spreadsheet Applications</td>
<td>The student will work with financial functions, macros, and create reports. This course will prepare the student to become Microsoft Office User Specialist (MOUS) certified in Excel at the Core of Expert level.</td>
</tr>
</tbody>
</table>
managing the financial aspects of a “for profit” business. The student will learn to
measure risk/reward/return; analyze corporate financial statements, and use time
value of money analysis to make long-term financing decisions. The student will
analyze corporate merger techniques, apply working capital management techniques,
develop cash budgets, utilize breakeven analysis, and develop pro forma financial
statements. A corporate annual report project is required using spreadsheet and word
processing software.

Kenosha
101-155-3KA1 IPVID W 05:30P-07:30P 01/19-05/04
This class is offered via IP video to more than one campus at the
same time.
101-155-3KA2 IPVID W 01:30P-03:30P 01/19-05/04
This class is offered via IP video to more than one campus at the
same time.

Racine
101-155-3RA1 IPVID W 05:30P-07:30P 01/19-05/04
This class is offered via IP video to more than one campus at the
same time.
101-155-3RA2 IPVID W 01:30P-03:30P 01/19-05/04
This class is offered via IP video to more than one campus at the
same time.

Elkhorn
101-155-3EA1 IPVID W 05:30P-07:30P 01/19-05/04
This class is offered via IP video to more than one campus at the
same time.

Off Campus
101-155-3WOA INET TBA TBA-TBA 01/19-05/04
See below for additional course information.*
101-155-3WOB INET TBA TBA-TBA 01/26-05/18
See below for additional course information.*
101-155-3WOC INET TBA TBA-TBA 02/02-05/25
See below for additional course information.*
101-155-3WOD INET TBA TBA-TBA 02/09-06/01
See below for additional course information.*
101-155-3WOE INET TBA TBA-TBA 02/16-06/08
See below for additional course information.*
101-155-3WOF INET TBA TBA-TBA 02/23-06/15
See below for additional course information.*
101-155-3WOG INET TBA TBA-TBA 03/02-06/22
See below for additional course information.*
101-155-3WOH INET TBA TBA-TBA 03/09-06/29
See below for additional course information.*
101-155-3WOI INET TBA TBA-TBA 03/23-07/06
See below for additional course information.*
101-155-3WOJ INET TBA TBA-TBA 03/30-07/13
See below for additional course information.*
101-155-3WOK INET TBA TBA-TBA 04/06-07/20
See below for additional course information.*
101-155-3WOL INET TBA TBA-TBA 04/13-07/27
See below for additional course information.*

*Additional fees apply to this class — cost is $538.19. This course is offered in an
on-demand (36 different start dates per year), on-line format. Note specific start
and end dates of this section as there are specific due dates for assignments. If you
would like more information about on-demand accounting, go to http://weblogmu.
gtc.edu/ondemandaccounting/ or email OnDemandAccounting@gtc.edu.

101-104 Income Tax Accounting 4.00 CR
$470.92 PREREQUISITES: NONE
This course covers basic federal and state income tax laws. The student will prepare
manual and electronic Federal and manual Wisconsin individual tax returns (including
self-employment), as well as basic federal partnership, S-Corp, and corporate tax
returns. Additional areas of study will include: exemptions, gross income, deductions,
credits, capital gains/losses, cost recovery, Sec. 1231 and 1245 recapture, passive
activity losses, NOLs, AMT, and tax planning. Basic computer literacy required.

Kenosha
101-104 SEM1 BLND Th 05:30P-08:30P 01/20-05/05
101-104 SKMA BLND Th 11:20A-02:20P 01/20-05/05

Racine
101-104 SMA BLND Th 12:25P-03:25P 01/20-05/05

Elkhorn
101-104 SEMA M 09:10A-12:10P TBA TBA-TBA 01/24-05/09

Off Campus
101-104 3WOB INET TBA TBA-TBA 01/19-05/04
See below for additional course information.*
101-104 3WOC INET TBA TBA-TBA 02/02-05/25
See below for additional course information.*
101-104 3WOD INET TBA TBA-TBA 02/09-06/01
See below for additional course information.*
101-104 3WOE INET TBA TBA-TBA 02/16-06/08
See below for additional course information.*
101-104 3WOF INET TBA TBA-TBA 02/23-06/15
See below for additional course information.*
101-104 3WOG INET TBA TBA-TBA 03/02-06/22
See below for additional course information.*
101-104 3WOH INET TBA TBA-TBA 03/09-06/29
See below for additional course information.*
101-104 3WOI INET TBA TBA-TBA 03/23-07/06
See below for additional course information.*
101-104 3WOJ INET TBA TBA-TBA 03/30-07/13
See below for additional course information.*
101-104 3WOK INET TBA TBA-TBA 04/06-07/20
See below for additional course information.*
101-104 3WOL INET TBA TBA-TBA 04/13-07/27
See below for additional course information.*

*Additional fees apply to this class — cost is $510.92. This course is offered in an
on-demand (36 different start dates per year), on-line format. Note specific start
and end dates of this section as there are specific due dates for assignments. If you
would like more information about on-demand accounting, go to http://weblogmu.
gtc.edu/ondemandaccounting/ or email OnDemandAccounting@gtc.edu.

101-121 Intermediate Accounting I 4.00 CR
$470.92 PREREQUISITES: 101-114 Accounting Principles
COREQUISITES: 101-100 Accounting Program Orientation and 804-123
Math with Business Applications and 103-102 Microsoft Excel and 103-
199 PC Basics/MS Office
Intermediate Accounting I will apply FASB principles and GAAP to corporations and
will emphasize an in-depth understanding of the balance sheet. Students will learn
to prepare classified balance sheets, account for receivables, inventory valuation and
estimation, acquisition and disposition of fixed and intangible assets, and current

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
and long-term liabilities, including time value of money concepts. Students will be expected to use Excel for preparation of designated assignments and will submit an electronic project.

Kenosha
101-121-3KMA BLND T 05:30P-08:30P 01/25-05/10
101-121-3KMA BLND W 10:15A-01:15P 01/19-05/04

Racine
101-121-3RMA BLND W 09:10A-12:10P 01/19-05/04

Elkhor
101-121-3EMA W 09:10A-12:10P 01/19-05/04

Off Campus
101-121-3WOA INET TBA TBA-TBA 01/19-05/04
101-121-3WOB INET TBA TBA-TBA 01/26-05/18
101-121-3WOI INET TBA TBA-TBA 02/02-05/25
101-121-3WOF INET TBA TBA-TBA 02/09-06/01
101-121-3WOE INET TBA TBA-TBA 02/16-06/08
101-121-3WOJ INET TBA TBA-TBA 02/23-06/15
101-121-3WOH INET TBA TBA-TBA 03/02-06/22
101-121-3WOI INET TBA TBA-TBA 03/09-06/29
101-121-3WOL INET TBA TBA-TBA 04/06-07/20
101-121-3WOJ INET TBA TBA-TBA 04/13-07/27

See below for additional course information.*

101-122 Intermediate Accounting II 4.00 CR

$510.92 PREREQUISITES: 101-121 Intermediate Accounting I
Intermediate Accounting II will cover advanced topics of corporate accounting with an emphasis on stockholders’ equity and presentation of income statement items. Students will learn to prepare multiple-step income statements and statements of cash flows, calculate EPS, account for investments in debt and equity securities, income taxes, and leases. They will utilize the revenue recognition principle, perform error analysis, become familiar with FASB’s full disclosure requirements, and prepare consolidated financial statements. Students will be expected to use Excel for preparation of designated assignments and will submit a comprehensive electronic project.

Off Campus
101-122-3WOC INET TBA TBA-TBA 01/02-05/25
101-122-3WOD INET TBA TBA-TBA 02/09-05/01
101-122-3WOE INET TBA TBA-TBA 02/16-06/08
101-122-3WOJ INET TBA TBA-TBA 02/23-06/15
101-122-3WOH INET TBA TBA-TBA 03/02-06/22
101-122-3WOI INET TBA TBA-TBA 03/09-06/29
101-122-3WOL INET TBA TBA-TBA 04/06-07/20

*Additional fees apply to this class—cost is $510.92. This course is offered in an on-demand (36 different start dates per year), on-line format. Note specific start and end dates of this section as there are specific due dates for assignments. If you would like more information about on-demand accounting, go to http://weblogmu.gtc.edu/ondemandaccounting/ or email OnDemandAccounting@gtc.edu.

101-103 Internship for Accounting 2.00 CR

$252.96 Instructor consent required
PREREQUISITES: NONE
This course is an on-the-job accounting related work experience. The student will perform 72 hours of accounting related duties in a business, governmental, or not-for-profit setting. Students are responsible for seeking and obtaining the internship workstation position (paid or unpaid). The student will make a summary of work activities. Job supervisor approval and instructor pre-approval are required.

Off Campus
101-103-3W7A INET TBA TBA-TBA 01/19-05/04

*Additional fees apply to this class—cost is $510.92. On the first day of class, Wednesday, January 19, 2011 you should log onto Blackboard at http://gtc.blackboard.com

101-131 Management Accounting 4.00 CR

$510.92 PREREQUISITES: 101-121 Intermediate Accounting I
COREQUISITES: 101-106 Accounting Spreadsheet Applications or 101-126 Accounting Spreadsheet Applications
This course covers the fundamentals of managerial accounting for a manufacturing company. The student will learn the flow of costs through the accounting system, including material, labor, and factory overhead. The student will also learn job order vs. process cost accumulation, as well as computing and recording variances in a standard cost system. Cost behavior analysis, costing joint and by-products, and just-in-time manufacturing will also be covered. The student will use quantitative models and cost analysis to make managerial decisions. The student will also prepare a master budget for a manufacturing business.

Off Campus
101-131-3WOA INET TBA TBA-TBA 01/19-05/04
101-131-3WOB INET TBA TBA-TBA 02/26-05/18
Preparation of federal tax forms. Federal and state income taxes will be computed. Students will also be able to utilize software to input and run a company’s payroll for one quarter along with manual and workman’s compensation premiums. Other requirements include determining the employer’s liability for payroll taxes, including unemployment and net earnings of an employee. Deductions for social security, Medicare, and federal and state income taxes will be computed. Students will be working with tax tables and forms and learn how to determine gross and net earnings of an employee. Deductions for social security, Medicare, and federal and state income taxes will be computed. Students will also be able to determine the employer’s liability for payroll taxes, including unemployment and workman’s compensation premiums. Other requirements include the completion of a Wisconsin Sales and Use Tax form. Electronic software will be utilized to input and run a company’s payroll for one quarter along with manual preparation of federal tax forms.

**Payroll Accounting** 2.00 CR

$255.46  PREREQUISITES: NONE
Payroll accounting exposes students to the various tax rules and laws, tax rates, and reports that form the core of a payroll accountant’s responsibility. Students will be working with tax tables and forms and learn how to determine gross and net earnings of an employee. Deductions for social security, Medicare, and federal and state income taxes will be computed. Students will also be able to determine the employer’s liability for payroll taxes, including unemployment and workman’s compensation premiums. Other requirements include the completion of a Wisconsin Sales and Use Tax form. Electronic software will be utilized to input and run a company’s payroll for one quarter along with manual preparation of federal tax forms.

**Admin/Office Assistant/Medical**

**Administrative Assistant Internship** 3.00 CR

$347.44  Instructor consent required  PREREQUISITES: NONE
Students perform word processing, spreadsheet, and database applications in an on-the-job training situation in an office. The student, employee, employer, and internship instructor interact during the training experience. The internship includes five weeks of employment credential preparation and software review in the classroom before job placement.

**Administrative Office Procedures** 3.00 CR

$353.19  PREREQUISITES: 106-138 Automated Office Applications I
This course will develop professional skills and attitudes needed in today’s global business environment. Topics include making ethical decisions, working independently and as a team member, and managing time. Telecommunications, mail processing, travel arrangements and conferences, public relations, and ergonomics will be included.

**Lakeview Advanced Tech. Center**

106-190-3LM1  BLND  W  05:50P-07:50P  01/19-05/04
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.
106-004  Advanced Office Technologies  3.00 CR

S353.19  PREREQUISITES: NONE
This course familiarizes students with software used to manage stand alone projects as well as planning and tracking collaborative projects, applying technologies to specific meeting and event planning, entering information on a personal digital assistant and desktop computer, and maintaining office equipment, computer hardware, and software.

Kenosha
106-004-3KMA  BLND  T  12:25P-02:25P  01/25-05/10
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

Racine
106-004-3RM1  BLND  T  05:50P-07:50P  01/25-05/10
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

Elkhorn
106-004-3EMA  BLND  M  10:15A-12:15P  01/24-05/09
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

106-138  Automated Office Applications I  3.00 CR

S353.19  PREREQUISITES: 106-137 Keyboarding Applications
Automated Office Applications I is designed to develop an understanding of computer terminology, hardware, software, an operating system, and spreadsheet and database software.

Kenosha
106-138-3K1A  MW  11:20A-01:20P  01/19-05/09

Racine
106-138-3R1A  W  12:22P-04:25P  01/19-05/04

Elkhorn
106-138-3EMA  BLND  T  11:20A-01:20P  01/25-05/10
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

106-142  Automated Office Applications II  3.00 CR

S383.19  PREREQUISITES: 106-138 Automated Office Applications I
This course is the second in the sequence of business application courses for Administrative Assistant students. Emphasis will be on more advanced features of spreadsheets and databases.

Off Campus
106-142-3W7A  INET  TBA  TBA-TBA  01/19-05/10
Additional fees apply to this class — cost is S383.19. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.

106-152  Automated Office Applications III  3.00 CR

S353.19  PREREQUISITES: 106-142 Automated Office Applications II and 106-190 Administrative Office Procedures
A capstone course integrating the aspects of word processing, database, spreadsheet, graphics, electronic mail, and calendaring applications.

Kenosha
106-152-3KMA  BLND  M  11:20A-01:20P  01/19-05/09
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

Racine
106-152-3RM1  BLND  Th  05:50P-07:50P  01/20-05/05
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

Off Campus
106-152-3W7A  INET  TBA  TBA-TBA  01/19/05/10
Additional fees apply to this class — cost is S383.19. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.

106-126  Keyboarding  1.00 CR

S118.48  PREREQUISITES: NONE
Develop touch method skills on the computer keyboard through fingering techniques, speed, and accuracy drills.

Kenosha
106-126-3K2A  ST  TTh  01:30P-04:00P  01/20-03/03

Racine
106-126-3R1A  TTh  02:35P-05:05P  03/22-04/28

Elkhorn
106-126-3EMA  BLND  Th  08:05A-10:35A  01/27-03/03
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

Off Campus
106-126-3W7A  INET  TBA  TBA-TBA  01/19-05/10
Additional fees apply to this class — cost is $128.48. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.
This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

**106-002 Publication Design for the Office** 3.00 CR

$232.96  PREREQUISITES: 106-137 Keyboarding Applications

This course is designed to improve total effectiveness in written communication by providing a comprehensive review of the rules governing business communications. The current edition of the Gregg Reference Manual will be used in this course. In addition, the course provides tips for developing and strengthening good proofreading skills.

Kenosha
106-002-3KMA BLND T 11:20A-01:20P 01/25-05/10

This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

Racine
106-002-3RM1 BLND M 05:50P-07:50P 01/24-05/09

This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

Elkhorn
106-002-3EM1 BLND M 08:05A-10:05A 01/24-05/09

This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

**106-112 Records Management** 2.00 CR

$232.96  PREREQUISITES: 106-137 Keyboarding Applications

This course presents guidelines and procedures for controlling business information from its creation through distribution, retention and retrieval, storage, preservation, protection, and final disposition. The main systems include alphabetic, numeric, and subject filing.

Kenosha
106-112-3K1A W 01:30P-03:30P 01/19-05/04

Racine
106-112-3R11 W 04:45P-06:45P 01/19-05/04

Off Campus
106-112-3W7A INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class—cost is $252.96. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs- Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.

Aeronautics

402-133  Aero Science Commercial 3.00 CR

**S538.44** PREREQUISITES: NONE
An advanced aviation ground course designed to prepare the student for the FAA Commercial Pilot Airplane written examination.

Kenosha
402-133-3K6A  ST  TTh 02:35P-05:05P  01/20-05/10

402-139  Aero Science Instrument/Structures/Systems 3.00 CR

**S347.44** PREREQUISITES: 402-140 Flight Private Pilot
Principles of aircraft engine theory and operation including construction, lubrication, carburetion, ignition, supercharging and propellers. Principles of aircraft structures including basic stresses, types of construction, advantage of each type and an overview of FAA repair procedures.

Kenosha
402-137-3K6A  ST  TTh 02:35P-05:05P  01/20-05/10

402-140  Flight Private Pilot 3.00 CR

**S13,585.44** PREREQUISITES: NONE
COREQUISITES: 402-129 Aviation/Introduction
Introduces the student to flight. Develops the necessary skills and knowledge to solo and prepare for the private pilot flight test.

Kenosha
402-140-3K6A  ST  TTh 02:35P-05:05P  01/20-05/10

402-171  Professional Piloting I 2.00 CR

**S5,926.96** PREREQUISITES: 402-140 Flight Private Pilot
COREQUISITES: 402-137 Aero Science Instrument
This is the first in a series of four courses approved as an FAA Part 141 combined commercial/instrument certification course. This course will focus on the addition of the multi-engine rating to the student's existing private pilot certification.

Horizon Center
402-171-3H1A  MTWThFSSu  TBA-TBA  01/19-05/10
### Air Conditioning, Heating & Refrigeration Technology

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>601-110</td>
<td>Air Conditioning Fundamentals</td>
<td>3.00</td>
<td>Topics covered include air conditioning principles and terms, physical principles of air movement and humidity, methods of conditioning air for comfort and health, the proper use of psychrometers, dry bulb thermometers, hygrometers, pilot tubes, recorders, manometers and barometers and the reading and interpretation of psychrometric charts and scales.</td>
</tr>
<tr>
<td>601-128</td>
<td>Electrical Controls and Systems</td>
<td>3.00</td>
<td>Topics in this course include basic electricity review, control circuits, three phase motors, single phase motors, solid state devices, control components and troubleshooting using control schematics and solid state controls.</td>
</tr>
<tr>
<td>601-113</td>
<td>Facility Operating Engineer LP</td>
<td>5.00</td>
<td>This lecture format course will introduce the student to the fundamentals of obtaining the Facility Operating Engineer 3rd Class certification. Principles of thermodynamics, boiler classification, construction, fuels, rating and efficiency, and firing methods will be covered.</td>
</tr>
<tr>
<td>601-121</td>
<td>Heating Systems</td>
<td>3.00</td>
<td>Topics in this course include introduction to heat principles, temperature measurement, fuels and other sources of heat, combustion, basic heating systems, basic furnace design, gas furnace design and operation, venting of furnaces, chimney or exhaust gases and system controls.</td>
</tr>
<tr>
<td>601-130</td>
<td>HVAC Blueprint Reading</td>
<td>2.00</td>
<td>Topics include blueprint reading, locating, interpreting and utilizing state building codes; understanding, interpreting and utilizing architectural working drawings.</td>
</tr>
<tr>
<td>601-116</td>
<td>Mechanical Fundamentals</td>
<td>3.00</td>
<td>Topics covered include learning the various types of piping and tubing used in air conditioning and refrigeration, types of fittings, bending, brazing and soft soldering tubing, black iron pipe work, sheet metal fundamentals, using hand tools, and the recognition and practice of safety procedures while working on air conditioning and refrigeration systems.</td>
</tr>
<tr>
<td>601-133</td>
<td>Refrigeration Fundamentals</td>
<td>3.00</td>
<td>Topics include refrigeration principles and terms, thermodynamic processes, refrigerants, vapor compression cycles, mechanical refrigeration system components, use of electrical controls, refrigeration applications and refrigeration tools and materials.</td>
</tr>
</tbody>
</table>
### Alcohol & Other Drug Abuse

**550-130** Alcohol/Drug Abuse Rehabilitation 3.00 CR

$347.44  PREREQUISITES: NONE
This course is designed to offer the fundamental knowledge base for the drug and alcoholic field. Emphasis is on pharmacology, dual diagnosis counseling, self-help groups, levels of care, symptom identification and assessments. Through the use of case studies, worksheets and role-play, the student will integrate knowledge and skills in these areas.

**Racine**
- **550-130-3R11**  M 04:45P-08:45P 01/24-05/09
- **550-130-3R1A**  MW 12:25P-02:25P 01/19-05/09

**Off Campus**
- **550-130-3W7A**  INET  TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $377.44

**550-154** Family and Chemical Abuse 3.00 CR

$347.44  PREREQUISITES: NONE
A comprehensive study of the problems associated with chemical abuse within the family. Course focus is on the psychological and physiological trauma as well as methods of motivation toward recovery.

**Racine**
- **550-154-3R1A**  F 12:25P-04:25P 01/21-05/06

**Off Campus**
- **550-154-3W7A**  INET  TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $377.44

**550-156** Mental Health/Substance Abuse 3.00 CR

$347.44  PREREQUISITES: NONE

**Racine**
- **550-156-3R11**  W 09:10A-12:10P 01/19-05/04

**Off Campus**
- **550-156-3W7A**  INET  TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $377.44

**550-150** Psychopharmacology 3.00 CR

$347.44  PREREQUISITES: NONE
This course is designed to provide an overview of the psychopharmacology of therapeutic drugs, over-the-counter drugs, illicit drugs, alcohol, nicotine and caffeine. Emphasis will be on the nervous system structure, brain function, site of action theory and on comprehending the effects of substances on these systems. Interactions, withdrawal, maternal and fetal effects will be addressed, as well as terminology and drug regulations.

### Architectural Drafting/Commercial Technology

**614-115** Architectural Drafting/Commercial Technology 3.00 CR

$362.94  PREREQUISITES: 614-110 Architectural Drafting/Residential
COREQUISITES: 614-114 Commercial Code
Using the applicable codes, students will develop a complete set of working drawings and specifications for a six story multiple-use commercial building.

**CATI**
- **614-115-3C1I**  ST,IPVID  M 07:00P-10:00P 01/24-05/10
- **614-115-3E21**  ST,IPVID  M 07:00P-10:00P 01/24-05/10

This class is taught using the NODAL system by an instructor on a remote campus.

**Elkhorn**
- **614-115-3Y21**  ST,IPVID  M 07:00P-10:00P 01/24-05/10
- **614-115-3E21**  ST,IPVID  M 07:00P-10:00P 01/24-05/10

This class is taught using the NODAL system by an instructor on a remote campus.

### Commercial Code

**614-114** Commercial Code 2.00 CR

$241.96  PREREQUISITES: NONE
COREQUISITES: 614-115 Architectural Drafting/Commercial
Study of the Wisconsin Commercial Code is emphasized in this course. Students will complete projects that demonstrate an understanding of the code.

**CATI**
- **614-114-3C1I**  ST,IPVID  M 05:00P-07:00P 01/24-05/10
- **614-114-3E21**  ST,IPVID  M 05:00P-07:00P 01/24-05/10

This class is taught using the NODAL system by an instructor on a remote campus.

**Elkhorn**
- **614-114-3Y21**  ST,IPVID  M 05:00P-07:00P 01/24-05/10
- **614-114-3E21**  ST,IPVID  M 05:00P-07:00P 01/24-05/10

This class is taught using the NODAL system by an instructor on a remote campus.

### Automated Manufacturing Technology

**628-108** Auto Manufacturing Systems Technology Field Experience 2.00 CR

$323.96  Instructor consent required
PREREQUISITES: 620-110 Robotics Mechanics I
Provides the student with an opportunity to apply the technologies learned in earlier class work while experiencing actual work assignments.

**Lakeview Advanced Tech. Center**
- **628-108-3L61**  SP MTWTh 03:30P-09:00P 01/19-05/10

This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

**Elkhorn**
- **628-108-3E6A**  SP MW 03:00P-08:00P 01/19-05/09
The student will interface the CNC program with the program and a CAD/CAM system for program creation, editing, verification, and interfacing, to determine if the parts are to print. Calculation and application of correct cutting parameters of selected materials and tools is practiced. 

Lakeview Advanced Tech. Center
628-100-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

628-110 CNC/CAM Programming 3.00 CR
S353.19 PREREQUISITES: NONE
This course is a study of computer assisted programming for computer numerical control (CNC) machine tools. The student will use a microcomputer CAD/CAM system for program creation, editing, and verification. Students will use CAM systems and conversational machine tool language to verify parts.

Lakeview Advanced Tech. Center
628-110-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Elkhorn
628-110-3E6A SP MW 03:00P-08:00P 01/19-05/09

628-112 Computer Aided Manufacturing, Advanced 3.00 CR
S353.19 PREREQUISITES: NONE
This course is an introduction to computer integrated manufacturing (CIM). The students will use microcomputers to write, edit, and verify programs for conversational controls and a CIM system.

Lakeview Advanced Tech. Center
628-112-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Elkhorn
628-112-3E6A SP MW 03:00P-08:00P 01/19-05/09

628-111 Computer Assisted Programming/Robotics and FMS 3.00 CR
S353.19 PREREQUISITES: NONE
This course is a study of computer assisted programming for robotics and Flexible Manufacturing Systems (FMS). Students will use microcomputers to program robots and a CAD/CAM system for program creation, editing, verification, and interfacing. The student will interface the CNC program with the program.

Lakeview Advanced Tech. Center
628-111-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Elkhorn
628-111-3E6A SP MW 03:00P-08:00P 01/19-05/09

628-109 Mechanical Skills for Technicians 3.00 CR
S353.19 PREREQUISITES: NONE
This course covers the basic mechanical skills needed by a technician. Skills covered include the use and care of hand tools and small power tools, drilling, tapping, removal of broken bolts, studs, and helicoil insertion. Basic measuring tools and techniques are also covered. Other topics include type and use of fasteners, lubricants and adhesives used in repair, and assembly of automated machines.

Lakeview Advanced Tech. Center
628-109-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Racine
628-109-3R11 Th 04:45P-09:45P 01/20-05/05

Elkhorn
628-109-3E6A SP MW 03:00P-08:00P 01/19-05/09

628-125 Quality for Automated Manufacturing 3.00 CR
S353.19 PREREQUISITES: NONE
This course will be heavy hands-on lab work using different measuring tools such as scales, calipers, micrometers, bore gauges, gauge blocks and height gauges. Automated gauging concepts will be covered with hands on experience along with theory based information. The major areas of Statistical Process Control will be covered. The symbols and basic understanding of Geometric Dimensioning and Tolerancing will also be covered.

Elkhorn
628-125-3E6A SP MW 03:00P-08:00P 01/19-05/09

Automotive Technology

602-174 Auto Advanced Powertrain Controls 2.00 CR
S1,608.24 PREREQUISITES: 602-156 Auto Instrumentation and Testing
This course covers theory & operation of computerized vehicle controls systems, including powertrain management, braking systems, and active suspension controls.

Horizon Center
602-174-3H1A MTW 08:00A-11:30A 04/20-05/06

602-172 Auto Chassis Dynamics 2.00 CR
S254.96 PREREQUISITES: 602-189 Auto Brakes and 602-146 Auto Steering & Suspension and 602-156 Auto Instrumentation and Testing
This course covers theory and operation of computerized vehicle controls systems, including powertrain management, braking systems, and active suspension controls.

Horizon Center
602-172-3H1A MT 08:00A-11:30A 04/20-05/06

602-177 Auto Engine Major 3.00 CR
S382.44 PREREQUISITES: 602-152 Auto Engine Minor
This course covers the operation, construction, testing, and overhaul of automotive gasoline internal combustion engines. The areas that will be covered are engine design, diagnosis, disassembly, inspection, machining, and reassembly. Preparedness for the ASE (Automotive Service Excellence) exam is emphasized.

Horizon Center
602-177-3K1A MTW 07:00A-11:45A 01/19-02/23

602-159 Auto Engine Performance 3.00 CR
S382.44 PREREQUISITES: 602-142 Auto Electrical Systems COREQUISITES: 602-188 Auto Service Simulation II
This course covers the ignition system theory, diagnosis, and repair. It also gives an introduction to computerized engine control systems. The student will learn about
input and output devices and computer self-diagnosis. Preparedness for the ASE (Automotive Service Excellence) exam is emphasized.

**Horizon Center**
602-159-3H1A WTHF 08:00A-01:00P 01/19-02/11

**602-156 Auto Instrumentation and Testing** 3.00 CR

$S82.44 PREREQUISITES: 602-159 Auto Engine Performance
This course covers the operation of diagnostic test equipment, including lab scope, scan tool, and dynamometer, and utilizes skills learned in Auto Engine Performance 1 and 2. Preparedness for the ASE (Automotive Service Excellence) exam is emphasized.

**Horizon Center**
602-156-3H1A WTHF 08:00A-01:00P 02/16-03/11

**602-121 Auto Instrumentation and Testing** 4.00 CR

$S1,094.92 PREREQUISITES: 602-197 Engine Performance 1
This course will develop the individual and technical skills required to perform advanced automotive diagnostics. Analytical skills will be developed and practiced to enable the technician to develop troubleshooting techniques. The basic theory and operation of diagnostic test equipment such as lab scopes and scan tools, will be covered including their application in the performance of field diagnostics.

**Horizon Center**
602-121-3H11 MTWTh 05:00P-10:00P 02/08-02/28

**602-122 Auto IT for Transportation** 2.00 CR

$S54.96 PREREQUISITES: NONE
Modern vehicles use on-board computers to control just about every function from accident avoidance to video navigation. Communication between computers is handled over sophisticated networks. The modern technician is not only filled with computer-based tools it is likely to have a PC on it or in it and is likely to be networked to the rest of the shop and the internet. Today’s automotive technician needs a thorough understanding of PCs, networks, synchronizing PDAs and operating systems. This course covers IT topics the modern technician is likely to encounter such as hardware and software installations, implementing a peer-to-peer network, and troubleshooting hardware, software, and network failures.

**Horizon Center**
602-122-3H1A MW 07:00A-09:30A 01/19-02/08
602-122-3H1B TTh 07:00A-12:00P 01/19-02/08

**602-107 Auto Service Fundamentals** 2.00 CR

$S89.37 PREREQUISITES: 602-122 Auto IT for Transportation
This automotive course focuses on developing skills in professionalism, safety and the use of basic hand and power tools in accordance with industry standards. Students are introduced to the automotive service industry and learn to use both comprehensive and manufacturer’s service information to perform basic under-hood and under-car services.

**Horizon Center**
602-107-3H1A MW 07:00A-09:30A 02/09-02/28

**602-187 Auto Service Simulation III** 2.00 CR

$S254.96 PREREQUISITES: 602-156 Auto Instrumentation and Testing and 602-159 Auto Engine Performance
COREQUISITES: 801-136 English Composition 1
This course will allow the student to perform acquired skills in the areas of electrical systems, computerized electronic systems, computerized fuel delivery and mixing systems, and emissions systems. The affected repairs are to be done on customer vehicles, simulating a shop environment. A strong emphasis will be placed on customer relations and communications. Preparedness for the ASE (Automotive Service Excellence) exam is emphasized.

**Horizon Center**
602-187-3H1A WTHF 08:00A-01:00P 03/23-04/15

**602-178 Auto Service Simulation IV** 3.00 CR

$S3,485.47 PREREQUISITES: 602-172 Auto Chassis Dynamics and 602-174 Auto Advanced Powertrain Controls
COREQUISITES: 801-197 Technical Reporting
This course will allow the student to perform acquired skills in the areas of engine repair, brakes, steering and suspension, electrical/electronic systems, heating, ventilation and air conditioning, and engine performance. The affected repairs are to be done on customer vehicles, simulating a shop environment. A strong emphasis will be placed on customer relations and communications. Preparedness for the ASE (Automotive Service Excellence) exam is emphasized.

**Horizon Center**
602-178-3H1A MTW 07:00A-12:00P 03/30-04/10

**602-104 Brake Systems** 3.00 CR

$S382.44 PREREQUISITES: 602-107 Auto Service Fundamentals
This automotive course focuses on developing the skills needed to diagnose, service and repair vehicle braking systems with an introduction to ABS. (ABS diagnosis, service and repair will be addressed in the Advanced Chassis course.)

**Horizon Center**
602-104-3H1A MWF 07:00A-09:30A 03/04-04/06
602-104-3H1B MWF 07:00A-09:30A 03/04-04/06
602-196 Climate Control Systems 3.00 CR

**Horizon Center**
602-196-3H11 MW 09:45A-12:15P 03/04-04/06

**602-125 Electrical & Electronic Systems 1** 2.00 CR

$S232.96 PREREQUISITES: 602-107 Auto Service Fundamentals
COREQUISITES: 804-107 College Mathematics
This automotive course focuses on developing the skills needed to diagnose, service and repair electrical and electronic systems. Learners apply Ohm’s Law to basic electrical circuit diagnosis.

**Horizon Center**
602-125-3H11 TTh 12:25P-04:30P 01/19-02/02
Building Service

443-101 Forklift Operation and Maintenance 1.00 CR

S118.48 PREREQUISITES: NONE
This course is intended to prevent accidents, injuries, and fatalities that may be caused by the improper and unsafe use of forklifts. The course will cover pre-operation, operation, and load handling by means of presentations and hands-on training. Course participants will earn certification after passing a driving test on a forklift.

Kenosha
443-101-3K1A Th 09:10A-02:10P 01/27-02/10
443-101-3K1B Th 09:10A-02:10P 02/24-03/10

Business Administration

102-138 Biz Internship 3.00 CR

S$347.44 Instructor consent required
PREREQUISITES: NONE
This course establishes an opportunity for the students to apply training and skills learned while participating on a multidisciplinary consulting team. The team will develop a strategic plan for a specified business. Students contract with the business and an MBA consultant to complete a project to the parameters mutually identified by the business and the MBA consultant. Evaluation of the student’s performance will be a cooperative effort between the MBA Consultant and the Instructor(s).

Racine
102-138-3R11 T 06:00P-09:00P 01/25-05/10
Elkhorn
102-138-3E11 W 06:00P-09:00P 02/02-05/04

102-160 Business Law 3.00 CR

S$347.44 PREREQUISITES: NONE
Business Law is a survey course which introduces the student to relevant legal issues that affect business today. Students will learn the fundamentals of law from the U.S. Constitution to the Uniform Commercial Code, from Contract Law to Property Law, and will be able to identify the legal basis of various business activities.

Kenosha
102-160-3K11 T 06:00P-09:00P 01/25-05/10
102-160-3R11 T 06:00P-09:00P 01/25-05/10

Off Campus
102-160-3W7B INET TBA TBA-TBA 01/25-05/10
102-160-3W7A INET TBA TBA-TBA 01/25-05/10
102-160-3R11 TBA TBA-TBA 01/25-05/10
102-160-3K11 TBA TBA-TBA 01/25-05/10

102-186 Business Management Internship 3.00 CR

S$347.44 Instructor consent required
PREREQUISITES: NONE
Establishes an opportunity for the student to apply training and skills in a business work environment. The student will spend 144 hours at the worksite(s). The worksite activities will allow the student to interact with a variety of management functions found in small to medium sized businesses. Classroom hours will include preparation of job portfolio materials and interview techniques.

Kenosha
102-186-3K1A Th 09:10A-02:10P 01/21-05/06

Elkhorn
102-186-3E11 M 05:50P-08:50P 01/25-05/10

102-137 Business/Introduction to 3.00 CR

S$377.44 PREREQUISITES: NONE
General orientation to the business world. Studies include organization and administration, production, labor and personnel, accounting and statistics, distribution, finance, and the relationship of business to society.
Terrain Model (DTM) based on survey shots, produce existing contours, cut existing field surveys. Objects and develop 3-D animated walk-thru(s) for visual presentation of student profiles and cross sections. Students also learn how to develop three-dimensional objects.

**Civil Engineering Technology**

**607-124** AutoCAD Applications for Civil Technicians 4.00 CR

S483.92 PREREQUISITES: 607-170 AutoCAD for Construction Sciences

This course furthers the application of CAD techniques already developed...expanding into three dimensional design and analysis. Students learn how to develop a Digital Terrain Model (DTM) based on survey shots, produce existing contours, cut existing profiles and cross sections. Students also learn how to develop three dimensional objects and develop 3-D animated walk thru(s) for visual presentation of student designs...including developing 3-D animated walk-thru(s) of DTMs obtained from field surveys.

**Off Campus**

102-124-3W7A  INET  TBA  TBA-TBA  01/25-05/10

See below for additional course information.

102-124-3W7B  INET  TBA  TBA-TBA  01/25-05/10

See below for additional course information.

Additional fees apply to this class — cost is $377.44. On the first day of class, Wednesday, January 19, 2011, you should log onto Blackboard at http://gtc.blackboard.com

**607-170** AutoCAD for Construction Sciences 2.00 CR

$241.96 PREREQUISITES: NONE

This course is a basic introductory course on the functions of AutoCAD within the various fields of construction sciences. Students develop their CAD skills while working on various real world projects that relate to construction sciences (buildings, roadways, earthwork, soil borings, construction details, etc.)

**Off Campus**

102-124-3Y2A  ST,IPVID  Th  01:30P-04:30P  01/20-05/10

This class is taught using the NODAL system by an instructor on a remote campus.

**607-108** Boundary Location and Research 3.00 CR

$362.94 PREREQUISITES: 607-173 Land Surveying Fundamentals

The principles and practices for boundary location and research are presented in this course. The public land system will be covered in detail along with the principles for performing surveys.

**Off Campus**

102-124-3Y2A  ST,IPVID  Th  01:30P-04:30P  01/20-05/10

This class is taught using the NODAL system by an instructor on a remote campus.

**607-106** Building Materials 2.00 CR

$241.96 PREREQUISITES: NONE

COREQUISITES: 607-107 Construction Methods

This course covers an introduction into common building materials within construction, including soils, aggregates, pipes, cement, concrete, asphalt, steel, wood, masonry, residential and commercial building materials. covered.

**Off Campus**

102-124-3Y2A  ST,IPVID  Th  01:30P-04:30P  01/20-05/10

This class is taught using the NODAL system by an instructor on a remote campus.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>607-119</td>
<td>Civil Technology Internship</td>
<td>1.00</td>
<td>This course is designed to expose students to construction project management and introduce tools to effectively manage construction projects.</td>
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<tr>
<td>S118.48</td>
<td>PREREQUISITES: NONE</td>
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<td>CATI</td>
<td>607-119-3C11</td>
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<td>Elkhorn</td>
<td>607-119-3E21</td>
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<td>Off Campus</td>
<td>607-119-3Y21</td>
<td>D,S,T,IPVID</td>
<td>F</td>
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<tr>
<td>607-102</td>
<td>Conflict Resolution in Engineering/Construction</td>
<td>2.00</td>
<td>This course is designed to teach students how to better handle and attempt to defuse various confrontational situations in the workplace and on the job site.</td>
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<td>S241.96</td>
<td>PREREQUISITIES: NONE</td>
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<tr>
<td>CATI</td>
<td>607-102-3C11</td>
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<td>04:45P-07:45P</td>
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<tr>
<td>Elkhorn</td>
<td>607-102-3C1A</td>
<td>F</td>
<td>01:30P-04:30P</td>
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<tr>
<td>607-128</td>
<td>Construction Estimating</td>
<td>3.00</td>
<td>Students will learn the preparation of cost estimates for materials, labor, and equipment in building construction relative to major components of the construction process. Time and money components are also addressed in both a unit production and a project evaluation using the critical path method.</td>
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<tr>
<td>S362.94</td>
<td>PREREQUISITIES: 607-106 Building Materials and 607-107 Construction Methods</td>
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<td>CATI</td>
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<td>Off Campus</td>
<td>607-128-3Y21</td>
<td>ST,IPVID</td>
<td>MW</td>
</tr>
<tr>
<td>607-107</td>
<td>Construction Methods</td>
<td>2.00</td>
<td>This course covers an introduction to common methods of construction within Civil Engineering, including methods of construction regarding soils, aggregates, pipes, concrete, asphalt, steel, wood, masonry, residential and commercial building materials.</td>
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<tr>
<td>S241.96</td>
<td>PREREQUISITIES: NONE</td>
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<td>CATI</td>
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<tr>
<td>607-136</td>
<td>Construction Project Management</td>
<td>2.00</td>
<td>This course is designed to expose students to construction project management and introduce tools to effectively manage construction projects.</td>
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<tr>
<td>S241.96</td>
<td>PREREQUISITIES: NONE</td>
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<td>CATI</td>
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<td>607-136-3Y21</td>
<td>ST,IPVID</td>
<td>TTh</td>
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<tr>
<td>607-152</td>
<td>Elements of Inspections, Contracts, and Specifications</td>
<td>3.00</td>
<td>Using Wisconsin Department of Transportation’s Construction Specification Manual and various other project specific specifications, students will learn the principles and basic techniques of highway and municipal inspection.</td>
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<tr>
<td>S362.94</td>
<td>PREREQUISITIES: NONE</td>
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<tr>
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<td>ST,IPVID</td>
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<tr>
<td>607-161</td>
<td>Legal Aspects of Land Surveying</td>
<td>2.00</td>
<td>This course covers the legal aspects and doctrines related to land, land ownership, duties and responsibilities of surveyors, and Wisconsin statutes and local codes.</td>
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<tr>
<td>S232.96</td>
<td>PREREQUISITIES: NONE</td>
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<tr>
<td>CATI</td>
<td>607-161-3C11</td>
<td>ST,IPVID</td>
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</tbody>
</table>

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
This course introduces students to the basic principles of structural mechanics (statics and strength of materials) and design, with special emphasis placed upon application of these principles in the design and construction of commercial buildings. Detailed solutions to a number of problems in basic structural engineering are presented.

**Computer Software**

**103-100 Internet/Introduction to**  
1.00 CR

$118.48 PREREQUISITES: NONE

Students learn to use the Internet effectively, to access the net through the World Wide Web browser and other useful tools, and to use the Internet's vast resources to complete a research project in a field of interest.

**Kenosha**  
103-100-3K11 M 05:30P-08:55P 01/24/03-03/07  
103-100-3K9A S 09:10A-12:35P 03/26-05/07

**Racine**  
103-100-3R2A T 05:30P-07:00P 01/25/03-03/07  
103-100-3R2A ST 01:30P-03:00P 01/25/03-03/07

**Elkhorn**  
103-100-3E21 ST 05:50P-07:50P 02/04-02/27

**Off Campus**  
103-100-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $128.48. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway
before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.

103-105 Microsoft Access 1.00 CR

S118.48 PREREQUISITES: NONE
For beginning-level users of Microsoft Access. Students will discuss basic database terminology and design concepts; create and modify table structures; add, change, and delete records; and create simple selection queries to find, display, and print records.

Kenosha
103-105-3K1A M 10:15A-01:05P 03/07-05/09

Off Campus
103-105-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is S128.48. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.

103-102 Microsoft Excel 1.00 CR

S118.48 PREREQUISITES: NONE
Introduction to Excel spreadsheet software. Students will learn how to create, store, retrieve and edit a variety of spreadsheets and charts, format worksheets and use formulas. Basic functions will be stressed.

Kenosha
103-102-3K1A Th 01:30P-04:20P 01/20-03/10
103-102-3KM1 BLND T 05:30P-07:05P 03/22-05/03

This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

Off Campus
103-102-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is S128.48. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.

103-110 Microsoft PowerPoint 1.00 CR

S118.48 PREREQUISITES: NONE
This course will take students to the next level of competency in Excel. Topics covered include creating workbooks using templates, multiple sheets, 3-D references in formulas and linked workbooks, using database features of Excel, use copy, paste, paste special, and paste link features, and create charts using the Chart Wizard.

Kenosha
103-110-3K11 W 06:00P-09:25P 01/26-03/09

Off Campus
103-110-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is S128.48. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.
Adding sound to the presentation is also covered. Inserting graphics, clip art, and organizational charts are emphasized. Learners will manage files, communicate using e-mail, access the Internet, and learn ethical desktop publishing features.

**Microsoft PowerPoint II**

**Course Title:** Microsoft PowerPoint II  
**CR:** 1.00  
**Prerequisites:** NONE  
**Description:** This course will take the user of PowerPoint presentation graphics to an advanced level of competency. Inserting graphics, clip art, and organizational charts are emphasized. Adding sound to the presentation is also covered.

**的学生 must have access to Microsoft Office 2007. No prior version of Microsoft Office will work with this offering.**

**Microsoft Word II**

**Course Title:** Microsoft Word II  
**CR:** 1.00  
**Prerequisites:** NONE  
**Description:** This course will cover multi-page documents, tables, columns, graphics and other desktop publishing features.

**PC Basics/MS Office**

**Course Title:** PC Basics/MS Office  
**CR:** 3.00  
**Prerequisites:** NONE  
**Description:** This course introduces students to the use of a PC. Through hands-on practice, students will manage files, communicate using e-mail, access the Internet and learn ethical practices, use word processing, spreadsheet, and presentation software. Microsoft Office 2007 software is used throughout the course. Basic keyboarding skills are recommended. Students must have access to Microsoft Office 2007. No prior version of Microsoft Office will work with this offering.
Creating and manipulating files and programs in this operating environment will be emphasized.

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor

Elkhorn
103-199-3W7A INET TBA TBA-TBA 01/19-05/10
103-199-3E21 ST W 05:50P-07:00P 01/24-05/05
103-199-3R21 ST T 05:00P-06:00P 01/25-05/10

Racine
103-199-3K11 M 05:30P-08:30P 01/24-05/09
103-199-3R1A T 09:10A-12:10P 01/25-05/10

Kenosha
103-199-3R1K M 05:30P-08:30P 01/24-05/09

Burlington
103-199-3E11 M 01:30P-03:30P 01/19-05/09
103-199-3E1B F 08:05A-11:05A 01/21-05/06

Off Campus
103-199-3W7A INET TBA TBA-TBA 01/19-05/10
103-199-3B1B . F 08:05A-12:05P 01/21-05/06
103-199-3B1A . MW 01:30P-03:30P 01/19-05/09
103-199-3W7B INET TBA TBA-TBA 01/19-05/10
103-199-3W7C INET TBA TBA-TBA 01/19-05/10

This blended class requires substantial online work in addition to the face-to-face class times shown in the schedule.

103-199-3W7D INET TBA TBA-TBA 01/19-05/10
103-199-3W7E INET TBA TBA-TBA 01/19-05/10

See below for additional course information.
*Additional fees apply to this class — cost is $377.44. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On the first day of class you should log into Blackboard at http://gtc.blackboard.com. If you have never used Blackboard at Gateway before, please contact Student Services to obtain a password. Students taking online courses must be familiar with using a mouse, able to save and open files, send e-mails, and use the Internet. Specific hardware and software necessary are Windows XP or newer and Microsoft Office 2007 suite.

Criminal Justice

504-138 Community Policing/Patrol Procedures 3.00 CR $347.44 PREREQUISITES: 504-121 Criminal Justice System/ Introduction to This course will cover evolving police strategies, activities, and attitudes that build effective law enforcement and community relationships and the use of problem-oriented policing.

Kenosha
504-138-3K11 W 01:30P-04:30P 01/19-05/04

504-144 Constitutional Law - 3.00 CR $347.44 PREREQUISITES: 504-149 Criminal Law COREQUISITES: 504-148 Rules of Evidence This course covers the structure of the criminal justice system, including criminal procedures. Students will learn the legal bases for law enforcement action such as arrest, use of force, and search and seizure, as well as the limits on law enforcement activity.

Kenosha
504-144-3K11 M 05:50P-08:50P 01/24-05/09
504-144-3K1A W 09:10A-12:10P 01/19-05/04

504-114 Criminal Investigation Theory 3.00 CR $401.94 PREREQUISITES: 504-149 Criminal Law and 504-121 Criminal Justice System/ Introduction to COREQUISITES: 504-148 Rules of Evidence Designed to demonstrate the basic principles of criminal investigation. This course will explore proper procedures utilized in the processing of crime scenes and the securing, recording, searching and recovery of evidence as utilized to further the investigative process.

Kenosha
504-114-3K11 Th 12:25P-04:25P 01/20-05/05
504-114-3K12 Th 05:50P-08:50P 01/25-05/10
504-114-3E1A Th 09:10A-12:10P 01/20-05/05

504-121 Criminal Justice System/ Introduction to 3.00 CR $347.44 PREREQUISITES: NONE This course will show the various elements of the criminal justice system and how they relate, the role that law enforcement plays and the importance of professionalism in law enforcement.

Kenosha
504-121-3K11 W 05:50P-08:50P 01/19-05/04
504-121-3K1A T 09:10A-12:10P 01/25-05/10

504-139 Criminal Justice System/ Introduction to 3.00 CR $347.44 PREREQUISITES: NONE This course provides an overview of the various elements of the criminal justice system and how they relate, the role that law enforcement plays and the importance of professionalism in law enforcement.

Kenosha
504-139-3K11 M 05:50P-08:50P 01/19-05/04

Windows Operating Systems and Concepts 1.00 CR S118.48 PREREQUISITES: NONE This is the beginning course for students wishing to learn the Windows operating system. Creating and manipulating files and programs in this operating environment will be emphasized.

Kenosha
103-109-3K11 M 05:30P-08:35P 03/24-05/09
103-109-3K1M M 05:30P-08:30P 01/24-05/09

Racine
103-109-3R21 ST T 05:30P-07:00P 01/25-05/10
103-109-3R2A ST T 05:30P-07:00P 01/25-05/10
103-109-3E21 ST W 05:50P-07:50P 02/04-02/27

Elkhorn
103-109-3E1A M 05:30P-08:30P 01/24-05/09

Off Campus
103-109-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $128.48. Additional fees apply to this course. Internet courses require a computer with access to the Internet, browser software (for PCs - Netscape Communicator 7.1, Internet Explorer 6.0 or later, or Mozilla Firefox 1.0x or better), and an active e-mail account. Computer labs are available on campus for you to complete this course. On
### 504-149 Criminal Law

**Course Description:**
This course provides the student with the opportunity to write a wide variety of law enforcement reports to accurately and fairly convey necessary information for use by investigators, prosecutors, and the public.

**Prerequisites:**
- 504-136 English Composition I

**Instructor:**
- Kenosha: 504-149-3K11 Th 05:50P-08:50P 01/20-05/04
- Elkorn: 504-149-3E11 M 05:50P-08:50P 01/24-05/09
- Burlington: 504-149-3B1A W 01:30P-04:30P 01/20-05/05

**Reference:**
- 504-149 Law Enforcement Report Writing 3.00 CR

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### 504-117 Police Administration

**Course Description:**
This course highlights psychological considerations of the juvenile development process, societal and family influences, patterns of normalcy versus delinquency, legal considerations, juvenile courts, detention, and police guidelines.

**Prerequisites:**
- 504-121 Criminal Justice System/Introduction to

**Instructor:**
- Kenosha: 504-117-3K11 M 05:50P-08:50P 01/20-05/04
- Racine: 504-117-3K1A W 09:10A-12:10P 01/19-05/04

**Reference:**
- 504-117 Police Administration 3.00 CR

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### 504-141 Interviews/Interrogations/Confessions

**Course Description:**
Topics include purposes and objectives of proper interviews, mechanics of interviews and preliminary investigations, and apply specific communication skills and the strategies in a variety of simulated situations.

**Prerequisites:**
- 504-123-3K1A T 09:10A-12:10P 01/19-05/04

**Instructor:**
- Kenosha: 504-141-3K11 Th 09:10A-12:10P 01/25-05/10
- Elkorn: 504-141-3E1A W 01:30P-04:30P 01/19-05/04

**Reference:**
- 504-141 Interviews/Interrogations/Confessions 3.00 CR

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### 504-123 Juvenile Law

**Course Description:**
This course provides the student with the opportunity to write a wide variety of law enforcement reports to accurately and fairly convey necessary information for use by investigators, prosecutors, and the public.

**Prerequisites:**
- 504-121 Criminal Justice System/Introduction to

**Instructor:**
- Kenosha: 504-123-3K1A Th 09:10A-12:10P 01/20-05/05
- Racine: 504-123-3R1T T 05:50P-08:50P 01/25-05/10

**Reference:**
- 504-123 Juvenile Law 3.00 CR

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### 504-140 Law Enforcement Report Writing

**Course Description:**
This course provides the student with the opportunity to write a wide variety of law enforcement reports to accurately and fairly convey necessary information for use by investigators, prosecutors, and the public.

**Prerequisites:**
- 504-136 English Composition I

**Instructor:**
- Kenosha: 504-140-3K11 W 05:50P-08:50P 01/19-05/04
- Racine: 504-140-3R1A M 09:10A-12:10P 01/24-05/09
- Elkorn: 504-140-3E11 M 05:50P-08:50P 01/24-05/09

**Reference:**
- 504-140 Law Enforcement Report Writing 3.00 CR

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### Additional Courses

- **Spanish for Law Enforcement**
- **Police Administration**
- **Professional Communications**
- **Security, Intro to**
- **Rules of Evidence**

For more details on these courses, please refer to the course catalog or contact the registrar's office.
### Culinary Arts

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Course Description</th>
<th>Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>316-110</td>
<td>Baking for Chefs</td>
<td>3.00</td>
<td>Baking techniques and procedures as related to food service operations. Use of and care of equipment. Sanitation and hygiene considerations.</td>
<td>Racine</td>
</tr>
<tr>
<td>316-110-3R1A</td>
<td></td>
<td></td>
<td></td>
<td>W 07:00A-12:00P 01/19-05/04</td>
</tr>
<tr>
<td>316-135</td>
<td>Catering/Banquets</td>
<td>2.00</td>
<td>Practical experience in organizing, menu planning, room set-up, preparation, cooking and serving banquet of various sizes.</td>
<td>Racine</td>
</tr>
<tr>
<td>316-135-3R1A</td>
<td></td>
<td></td>
<td></td>
<td>W 12:25P-03:25P 01/19-05/04</td>
</tr>
<tr>
<td>316-136</td>
<td>Culinary Competition I</td>
<td>1.00</td>
<td>This course introduces new students to the rules and regulations of culinary competition. Emphasis is on food styling concepts that meet the American Culinary Federation’s judging standards. As a final project, students compete in the WRA student culinary arts salon.</td>
<td>Racine</td>
</tr>
<tr>
<td>316-136-3R1A</td>
<td></td>
<td></td>
<td></td>
<td>T 09:10A-12:10P 01/25-03/29</td>
</tr>
<tr>
<td>316-137</td>
<td>Culinary Competition II</td>
<td>1.00</td>
<td>This course builds on skills and knowledge gained in Culinary Competition I. Emphasis is on food styling concepts that meet the American Culinary Federation’s judging standards. As a final project, students compete in the WRA student culinary arts salon.</td>
<td>Racine</td>
</tr>
<tr>
<td>316-137-3R1A</td>
<td></td>
<td></td>
<td></td>
<td>T 09:10A-12:10P 01/25-03/29</td>
</tr>
</tbody>
</table>
316-133 Menu Planning Purchasing Cost Control 3.00 CR
$347.44 PREREQUISITES: NONE
Menu planning as affected by acceptability, cost, labor requirements, available space and equipment. Principles of purchasing, receiving, issuing, and managing food products, restaurant wares and equipment. Study and utilization of several systems effectively. Includes organisms responsible for food contamination, spoilage, and equipment. Principles of purchasing, receiving, issuing and managing food personnel and the laws regarding sanitary practices are interpreted. The diseases transmitted by food. Personal health habits necessary for food service include: analyze the critical of child-initiated spontaneous play; analyze children's spontaneous play skills based on assessment; enrich a developmentally appropriate environment to support children's spontaneous play; examine the role of the teacher in participating/intervening in children's spontaneous play; develop strategies for participating/intervening in children's spontaneous play; identify strategies that support diversity and anti-bias perspective; and utilize positive interpersonal skills with children.

Horizon Center
412-109-3H1A ST MTWTh 10:51A-12:30P 04/11-05/10
412-109-3H1B ST MTWTh 10:51A-12:30P 04/11-05/10

412-109 Diesel Engine Service 5.00 CR
$586.15 PREREQUISITES: 412-111 Diesel Maintenance Fundamental
This course provides the student with the knowledge and skills required to maintain basic diesel engines. Students will gain practical experience in rebuilding, testing, and troubleshooting by disassembling a diesel engine, inspecting its components, explaining their function and reassembly. Diesel engine cooling and lubrication systems will be included. This course will help the student prepare for ASE certification.

Horizon Center
412-109-3H1A ST MTWTh 11:15A-12:30P 01/19-03/02
412-109-3H1B ST MTWTh 11:15A-12:30P 01/19-03/02

412-115 Diesel Hydraulic Systems 2.00 CR
$374.46 PREREQUISITES: 412-111 Diesel Maintenance Fundamental
This course will provide the application of basic hydraulic principles as they relate to typical heavy duty vehicle applications. The student will develop the knowledge and skills required to diagnose, service and repair and maintain hydraulic systems and components including valves, pumps, and cylinders. Servicing diagnosing and preventive maintenance procedures will be performed on trucks and other equipment. This course will help the student prepare for ASE certification.

Horizon Center
412-115-3H1A ST MTWTh 10:51A-12:30P 03/21-04/01
412-115-3H1B ST MTWTh 10:51A-12:30P 03/21-04/01

307-100 Children’s Spontaneous Play 3.00 CR
S347.44 PREREQUISITES: NONE
This course examines the essential role of children’s spontaneous play in their development and the strategies teachers utilize to promote it. Course competencies include: analyze the critical of child-initiated spontaneous play; analyze children's play skills based on assessment; enrich a developmentally appropriate environment to support children’s spontaneous play; examine the role of the teacher in participating/intervening in children's spontaneous play; develop strategies for participating/intervening in children’s spontaneous play; identify strategies that support diversity and anti-bias perspective; and utilize positive interpersonal skills with children.

Raceine
307-100-3R11 M 07:00P-10:00P 01/24-05/09

307-198 ECE: Administering an Early Childhood Education Program 3.00 CR
S347.44 PREREQUISITES: NONE
This three credit course focuses on the administration of an early childhood education program. Course competencies include: integrate strategies that support diversity and anti-bias perspectives; analyze the components of an ECE facility; design an ECE program; analyze the aspects of personnel supervision; outline financial components of an ECE program; apply laws and regulations related to an ECE facility; and advocate for the early childhood profession.

Raceine
307-198-3R1A M 04:00P-06:00P 01/24-05/09
**307-178** ECE: Art, Music, and Language Arts 3.00 CR

**S347.44** PREREQUISITES: NONE

This three credit course will focus on beginning level curriculum development in the specific content areas of art, music, and language arts. Course competencies include: integrate strategies that support diversity and anti-bias perspectives; examine the critical role of play; establish a developmentally appropriate environment; develop activity plans that promote child development and learning; analyze caregiving routines as curriculum; create developmentally appropriate language, literature, and literacy activities; create developmentally appropriate art activities; and create developmentally appropriate music and movement activities.

**Racine**

307-178-3R11 W 07:00P-10:00P 01/19-05/04
307-178-3R1A T 12:25P-03:25P 01/25-05/09
307-178-3R9A S 08:05A-12:05P 01/22-05/07

**307-179** ECE: Child Development 3.00 CR

**S347.44** PREREQUISITES: NONE

This three credit course examines child development within the context of the early childhood education setting. Course competencies include: analyze social, cultural, and economic influences on child development; summarize child development theories; analyze development of children age three through eight; summarize the methods and designs of child development research; and analyze the role of heredity and environment.

**Racine**

307-179-3R1A W 03:40P-06:40P 01/19-05/04

**Off Campus**

307-179-3W7A INET TBA TBA-TBA 01/19-05/04
   See below for additional course information.*
307-179-3W7B INET TBA-TBA 01/19-05/02
   See below for additional course information.*

*Additional fees apply to this class — cost is $377.44. This Internet course requires a computer with access to the Internet, access to the World Wide Web, an e-mail account, and Microsoft Word. Review additional hardware and software requirements in Blackboard. Prior to the first day of class, be sure you have changed the e-mail address in Web Advisor to the one you want to use in Blackboard.

**307-148** ECE: Foundations of Early Childhood Education 3.00 CR

**S377.44** PREREQUISITES: NONE

This three credit course introduces you to the early childhood profession. Course competencies include: integrate strategies that support diversity and anti-bias perspectives; investigate the history of early childhood education; summarize types of early childhood education settings; identify the components of a quality early childhood education program; summarize responsibilities of early childhood education professionals; and explore early childhood curriculum models.

**Off Campus**

307-148-3W7A INET TBA TBA-TBA 01/19-05/04
   Additional fees apply to this class — cost is $377.44. This Internet course requires a computer with access to the Internet, access to the World Wide Web, an e-mail account and Microsoft Word. Review additional hardware and software requirements in Blackboard. Prior to the first day of class, be sure you have changed the e-mail address in Web Advisor to the one you want to use in Blackboard.

**307-188** ECE: Guiding Children’s Behavior 3.00 CR

**S470.92** PREREQUISITES: NONE

This three credit course examines positive strategies to guide children’s behavior in the early childhood education setting. Course competencies include: integrate strategies that support diversity and anti-bias perspectives; analyze factors that affect the behavior of children; practice positive guidance strategies; develop guidance strategies to meet individual needs; and create a guidance philosophy.

**Racine**

307-188-3R11 Th 06:55P-09:55P 01/20-05/05
307-188-3R1A M 12:25P-03:25P 01/24-05/09
307-188-3R1B T 03:40P-06:40P 01/25-05/10

**307-174** ECE: Practicum 1 3.00 CR

**S372.69** PREREQUISITES: 307-174 ECE: Practicum 1

In this three credit practicum course, you will learn about and apply the course competencies in an actual child care setting. The course competencies include: document children’s behavior; explore the standards for quality early childhood education; explore strategies that support diversity and anti-bias perspectives; implement activities developed by the co-op teacher/instructor; demonstrate professional behaviors; practice caregiving routines as curriculum; practice positive interpersonal skills with children; and practice positive interpersonal skills with adults.

**Racine**

307-174-3R11 T 06:55A-08:55A 01/25-05/10

**307-192** ECE: Practicum 2 3.00 CR

**S372.69** PREREQUISITES: 307-174 ECE: Practicum 1

In this three credit practicum course, you will learn about and apply the course competencies in an actual child care setting. The course competencies include: document children’s growth and development; maintain the standards for quality early childhood education; practice strategies that support diversity and anti-bias perspectives; implement student-teacher developed activity plans; identify the elements of a developmentally appropriate environment; implement positive guidance strategies; demonstrate professional behavior; utilize caregiving routines as curriculum; utilize positive interpersonal skills with children; and utilize positive interpersonal skills with adults.

**Racine**

307-192-3R2A ST Th 11:20A-02:20P 01/20-05/05
307-192-3R2B ST Th 02:35P-05:35P 01/20-05/05

“*This course meets at the above times on 1/20, 1/27, 2/3, 2/10, 3/24, and 4/28. An additional 9 hours per week at a practicum site is required 2/7-4/29 with days and times to be arranged with the instructor.

**307-197** ECE: Practicum 3 3.00 CR

**S372.69** PREREQUISITES: 307-192 ECE: Practicum 2

In this three credit practicum course, you will learn about and apply the course competencies in an actual child care setting. The course competencies include: assess children’s growth and development; implement the standards for quality early childhood education; integrate strategies that support diversity and anti-bias perspectives; build meaningful curriculum; provide a developmentally appropriate environment; facilitate positive guidance strategies; evaluate one’s own professional behaviors and practices; lead caregiving routines as curriculum; utilize positive interpersonal skills with children; and utilize positive interpersonal skills with adults.

**Racine**

307-197-3R2A ST Th 11:20A-02:20P 01/20-05/05
307-197-3R2B ST Th 02:35P-05:35P 01/20-05/05

“*This course meets at the above times on 1/20, 1/27, 2/3, 2/10, 3/24, and 4/28. An additional 9 hours per week at a practicum site is required 2/7-4/29 with days and times to be arranged with the instructor.

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*Additional fees apply to this class — cost is $377.44. This Internet course requires a computer with access to the Internet, access to the World Wide Web, an e-mail account, and Microsoft Word. Review additional hardware and software requirements in Blackboard. Prior to the first day of class, be sure you have changed the e-mail address in Web Advisor to the one you want to use in Blackboard.

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*Scheduled updates can be found in WebAdvisor • www.gtc.edu/webadvisor
In this three credit practicum course, you will learn about and apply the course competencies in an actual child care setting. Course competencies include: analyze children’s growth and development based on assessment; integrate strategies that support diversity and anti-bias perspectives; promote professional behaviors and practices; implement meaningful curriculum; create respectful, reciprocal relationships; evaluate early childhood education programs for quality; and explore professional options in early childhood education.

This course meets at the above times on 1/20, 1/27, 2/3, 2/10, 3/24, and 4/28. An additional 9 hours per week at a practicum site is required 2/7 - 4/29 with days and times to be arranged with the instructor.

**Educational Services**

**522-103** IA: Introduction to Educational Practices 3.00 CR  
$383.19  
This course addresses the fundamentals of teaching methodologies, learning styles, factors influencing teaching effectiveness, strategies to meet the needs of all learners, questioning techniques, and basic assessment practices.

**Off Campus**  
522-103-3W71 INET TBA TBA-TBA 01/19/05-04  
Additional fees apply to this class — cost is $383.19

**522-132** IA: Positive Classroom Mgmt Tech 3.00 CR  
$377.44  
This course examines the impact of issues such as divorce, alcoholism, child abuse, youth suicide, stress, violence and gangs on behavior in the classroom. Conflict resolution techniques and de-escalation strategies and with an emphasis on prevention will also be examined.

**Off Campus**  
522-132-3W71 INET TBA TBA-TBA 01/19/05-04  
Additional fees apply to this class — cost is $377.44

**522-101** IA: Teamwork in School Settings 3.00 CR  
$383.19  
This course introduces the learner to group dynamics, school and class policies, liability, confidentiality, and safety issues as they relate to the role of the instructional assistant as a member of a team.

**Off Campus**  
522-101-3W71 INET TBA TBA-TBA 01/19/05-04  
Additional fees apply to this class — cost is $383.19

**Electrical Engineering Tech.**

**662-124** Electronic Circuit Analysis 3.00 CR  
$347.44  
This course introduces the student to the fundamental laws in electrical engineering technology and their application in advanced circuit analysis concepts and techniques. Topics include frequency as a variable in the analysis of circuits with a sinusoidal excitation, Bode plots, and detailed analysis of resonant circuits. The student is introduced to small signal analysis of transistor amplifier circuits and examination of gain and frequency response of the circuit. The student will utilize both the “hands-on” approach and computer simulation, including swept AC frequency circuit analysis, in the laboratory, as the laboratory experiments are designed to support the topics presented.

**CATI**  
662-124-3C1A MW 07:00P-09:00P 01/19/05-04  
662-124-3C11 MW 09:00A-11:00A 01/19/05-04  
662-124-3CMA BLND S 09:00A-12:00P 01/22/05-07

**662-102** Medical Devices; Function and Use 1 3.00 CR  
$347.44  
Medical instrumentation utilized in both monitoring and diagnostic capacities for the respiratory and circulatory systems are examined. The medical terminology associated with these two systems is also covered. The instrumentation for monitoring individual organs is also explored.

**CATI**  
662-102-3CM1 BLND T 07:00P-10:00P 01/25/05-10  
662-102-3CM1 BLND S 09:00A-12:00P 01/22/05-07

**662-101** Safety in Healthcare 1.00 CR  
$118.48  
Safety in the Health Care environment is explored. Safety issues include; electrical, chemical, radiological, biological and fire. National codes and standards set forth by JCAHO, NFPA 99, FDA, and OSHA are examined.

**CATI**  
662-101-3CM1 BLND T 06:00P-07:00P 01/25/05-10  
662-101-3CM1 BLND S 08:00A-09:00A 01/22/05-07
Electromechanical Technology

620-150 Electromechanical Dr Systems 3.00 CR

S392.19 PREREQUISITES: 605-113 DC/AC I
Electromechanical Drive Systems introduces the student to motor drive systems. This includes three phase, single phase, DC, stepper, and servo motors. The student will acquire a thorough understanding of the electrical principles involved with motor analysis. The student will apply this knowledge to hands-on work with motors and controls in the lab. The lab introduces the student to motor set-up, troubleshooting, and parameter measurements.

Lakeview Advanced Tech. Center
620-150-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

620-120 Feedback and Control Systems/ Electromechanical 2.00 CR

S261.46 PREREQUISITES: 605-113 DC/AC I
The course in Feedback and Control Systems investigates devices and circuits used in the control of electromechanical systems. The student studies control diagrams and simple control systems and their applications. The student will become familiar with sensors and devices used in feedback circuits as well as accuracy and application of those sensors in control circuits. The course will help the student understand closed loop control systems. This knowledge will help the student to troubleshoot and repair these systems when encountered on the job.

Lakeview Advanced Tech. Center
620-120-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Elkhorn
620-120-3E6A SP TTh 03:00P-08:00P 01/20-05/10

620-103 Industrial Controls, Introduction to 4.00 CR

S662.69 PREREQUISITES: NONE
Industrial electrical hardware such as motors and controls are studied. Industrial electrical control circuits are developed and wired. Troubleshooting techniques are used to correct problems in wiring or controls. Motor starters, industrial control relays, timers, proximity switches, and electric eyes are studied, including proper selection and wiring techniques. Ladder logic and wiring diagrams are examined and drawn. This course is for an individual that already has a basic understanding of electricity.

Lakeview Advanced Tech. Center
620-103-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Racine
620-103-3R11 MT 04:45P-08:15P 01/24-05/10

620-102 Process Controls 3.00 CR

S392.19 PREREQUISITES: NONE
Corequisites: 620-111 Solid State Circuits, Introduction to
This course covers the equipment necessary for open and closed loop control of fluids in both flow and level environments. It describes the various production methods used in process industries and provides a background of basic regulating control strategies and controller tuning to accommodate the dynamics of various systems. Strategies include feedback (proportional, integral, derivative), feed forward, ratio, cascade, and adaptive control. Process plan trainers, which are immature versions of real industrial processes, are used to reinforce the theory portion of the course.

Lakeview Advanced Tech. Center
620-102-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

620-140 Programmable Controllers 2.00 CR

S261.46 PREREQUISITES: 620-103 Industrial Controls, Introduction to
The operation of the Programmable Logic Controller (PLC) is studied for the purpose of various applications. The hardware, including various I/O modules, is studied for applications and capabilities. Electrical ladder logic provides the documentation and programming means. The student will be able to write programs, load them into the PLC, troubleshoot any errors, and document the function and input/output of the control.

Lakeview Advanced Tech. Center
620-140-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Elkhorn
620-140-3E6A SP TTh 03:00P-08:00P 01/20-05/10

620-145 Programmable Logic Controllers/Advanced 3.00 CR

S392.19 PREREQUISITES: 620-140 Programmable Controllers
The advanced course in programmable logic controllers continues with the study of the programmable logic controller. The student studies the advanced instruction set of commands. The sequencer, file-to-file moves, data arrays, remote I/O, displays, and messages are part of the advanced instruction set. The student applies the old and new commands to an application in the lab. The student becomes familiar with diagnostics and troubleshooting through the lab applications. The student will learn to interface the PLC to other controls, networks, and devices.

Lakeview Advanced Tech. Center
620-145-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Elkhorn
620-145-3E6A SP TTh 03:00P-08:00P 01/20-05/10

620-110 Robotics Mechanics I 3.00 CR

S392.19 PREREQUISITES: 605-113 DC/AC I
In this course, the basic control elements of electromechanical machines will be studied. The application and simple control of power using pneumatics and electrical methods will be covered. Electrical control includes the use of simple push buttons, solid state power transistors, and thyristors to control electrical power. The use of air as a power transfer medium will be implemented along with the use of electro-pneumatic devices to control a pick and place robot. The operational amplifier will be studied as a control device in proportional, integral, and differential control circuits.

Lakeview Advanced Tech. Center
620-110-3L61 SP MTWTh 03:30P-09:00P 01/19-05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Elkhorn
620-110-3E6A SP TTh 03:00P-08:00P 01/20-05/10

620-111 Solid State Circuits, Introduction to 4.00 CR

S522.92 PREREQUISITES: 605-113 DC/AC I
This course is an introduction to diode circuits, bipolar transistor circuits, and electronic testing equipment. Topics are semiconductor physics, biasing techniques, lead-line analysis of amplifiers, frequency response, and realization of logic gates using TTL and CMOS devices. Verification of theory is accomplished through laboratory experiments with small and medium scale integrated circuits.
networks, applicable theorems, polyphase systems, and passive filters, will be discussed. Computer simulation software will be used to reinforce theoretical analyses.

Lakeview Advanced Tech. Center
620-113-3L61 SP MTWTh 03:30P-09:00P 01/19/05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

620-113 Troubleshooting Electrical/Electronic Systems 3.00 CR
$392.19 PREREQUISITES: NONE
This course will teach the student proper troubleshooting techniques in the industrial setting. The student will be required to use electrical schematics and wiring diagrams along with proper troubleshooting equipment, such as meters and oscilloscopes, to locate problems with electrical/electronic systems. Areas of troubleshooting will include motor starters, relays, AC and DC motors, motor drives, lighting circuits, solid state equipment, and programmable controllers.

Lakeview Advanced Tech. Center
620-113-3L61 SP MTWTh 03:30P-09:00P 01/19/05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

620-101 Variable Speed Drives 3.00 CR
$392.19 PREREQUISITES: 620-150 Electromechanical Dr Systems
This course covers the theory and operation of DC and AC variable speed drives that run electrical motors. Content will include servos, stepping motors, and control of general purpose motors. Feedback sensing devices in position and velocity control will be covered. Laboratory experiments will be used to help the student in understanding the complex nature of those systems.

Lakeview Advanced Tech. Center
620-101-3L61 SP MTWTh 03:30P-09:00P 01/19/05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

Electronic Technology

605-113 DC/AC I 3.00 CR
$512.46 PREREQUISITES: NONE
This introduction course presents the scientific foundation used throughout electronics technology. Topics include DC/AC forms of current, voltage, resistance, capacitance, inductance, and power. Troubleshooting practices will be emphasized and computer technologies will be used to enhance abstract theory. Students perform laboratory experiments and prepare technical reports.

CATI
605-113-3C6A SP,IPVID MTWTh 05:00P-10:00P 01/19/05/10
This class is taught using the NODAL system by an instructor on a remote campus.

605-114 DC/AC II 3.00 CR
$372.69 PREREQUISITES: 605-113 DC/AC I
An extension of and enhancement to DC/AC I. More advanced topics, such as complex networks, applicable theorems, polyphase systems, and passive filters, will be discussed. Computer simulation software will be used to reinforce theoretical analyses.

CATI
605-114-3C6A SP,IPVID MTWTh 05:00P-10:00P 01/19/05/10
This class is taught using the NODAL system by an instructor on a remote campus.

605-120 Electronic Devices I 4.00 CR
$496.92 PREREQUISITES: 605-113 DC/AC I
The basic operating principles of diodes, transistors, and linear ICs are presented as they are used in rectifier, amplifier, and oscillator circuits. Lecture theory is reinforced with laboratory assembly, measurements, troubleshooting, and technical report writing.

CATI
605-120-3C6A SP,IPVID MTWTh 05:00P-10:00P 01/19/05/10
This class is taught using the NODAL system by an instructor on a remote campus.
605-120-3E6A  SP,IPVID  MTWTh  11:20A-04:20P  01/19-05/10
This class is taught using the NODAL system by an instructor on a remote campus.

605-121  Electronic Devices II  4.00 CR
S496.92  PREREQUISITES: 605-120 Electronic Devices I
Introduction to unipolar transistors, JFETs, and MOSFETs being used in linear and nonlinear circuits. Students will use high frequency analysis with both bipolar and unipolar transistors. Operational amplifiers are used as linear amplifiers and in nonlinear circuits. Some circuits covered include voltage amplifiers, summing amplifiers, instrumentation amplifiers, active filters and oscillators.

605-109  Fabrication Techniques  1.00 CR
S124.23  PREREQUISITES: NONE
Emphasis is on the use of hand tools, soldering, shearing, forming, punching, chassis construction. Students construct a project in a hands-on situation.

605-107  Fundamentals of Electricity/Electronics  3.00 CR
S512.46  PREREQUISITES: NONE
This course studies the behavior of electricity in terms of voltage, amperage, resistance, and impedance in various circuits. Lab instruction will include the application and usage of measuring and troubleshooting equipment.

531-192  EMT-Basic  4.00 CR
S509.92  Instructor consent required
PREREQUISITES: NONE
Emergency Medical Technician is a training course based on the DOT EMT Ambulance National Standard curriculum. It covers all emergency medical techniques currently considered to be within the responsibility of the EMT-A providing emergency care with an ambulance service. The course consists of 140 hours lecture and practical, plus 10 hours of hospital observation and training. Upon successful completion, the participant will qualify for certification and the NREMT Exam.

531-158-3B11  TTh  05:45P-09:45P  05/05-05/21
This class is taught using the NODAL system by an instructor on a remote campus.

Emergency Medical Service

531-158  Cardiology II  3.00 CR
S388.44  PREREQUISITES: 531-156 Cardiology I
This course will provide the student with the basic knowledge of 12 lead ECG interpretation. It provides the student with the knowledge and skills to integrate a field impression and implement a treatment plan for a patient with Acute Coronary Syndrome.

531-165  Emergency Care for Specialties  3.00 CR
S382.44  PREREQUISITES: 531-164 Trauma Emergencies
This course will provide the student with the knowledge and skills to formulate a field impression and implement a treatment management plan for the patient experiencing a gynecological, obstetrical, neonatal, pediatric, or geriatric emergency. This course also covers the victim of abuse or assault, patients with special challenges, acute interventions in the home care patient, and life span development.

605-176-3E61  SP,IPVID  MTWTh  05:00P-10:00P  01/19-05/10
This class is taught using the NODAL system by an instructor on a remote campus.

605-176-3E6A  SP,IPVID  MTWTh  11:20A-04:20P  01/19-05/10
This class is taught using the NODAL system by an instructor on a remote campus.
$31-159 Medical Emergencies 3.00 CR

$382.44 PREREQUISITES: S31-158 Cardiology II
This course will provide the student with the knowledge and skills to integrate
pathophysiological principles and assessment findings to formulate a field impression
and implement a treatment plan for patients experiencing neurology, endocrine,
allergic or anaphylactic emergency, gastroenterology, renal/urology, toxicology,
hematology, environmental emergency, infectious and communicable disease, and
behavior and psychiatric disorders.

Burlington
S31-159-3B11 TTh 05:45P-09:45P 03/03-03/12
TTh 05:45P-09:45P 03/22-03/31
S 08:00A-04:25P 03/03-03/12
S 08:00A-04:25P 03/22-03/31
S 08:00A-12:00P 04/02-04/02
S31-159-3B1A MTTh 08:00A-04:25P 02/25-03/03
WS 08:00A-04:25P 03/09-03/12
WS 08:00A-04:25P 03/21-03/24

S31-164 Trauma Emergencies 3.00 CR

$397.44 PREREQUISITES: S31-159 Medical Emergencies
This course will provide the student with the knowledge and skills to integrate
the principles of kinematics to enhance the patient assessment and predict the likelihood
of injuries based on the patient’s mechanism of injury. This course includes soft tissue
trauma, burns, head and facial trauma, spinal trauma, abdominal trauma, thoracic
trauma, and mechanism of injury trauma systems. This course includes PHTLS
certification.

Burlington
S31-164-3B11 S 12:30P-04:25P 04/02-04/02
TTh 05:45P-09:45P 04/02-04/03
S 08:00A-04:25P 04/09-04/16
S 08:00A-04:25P 04/26-04/27
S31-164-3B1A MTThF 08:00A-04:25P 03/21-03/24
WS 08:00A-12:00P 03/30-04/02
WS 08:00A-04:25P 04/14-04/20
S 08:00A-04:25P 04/26-04/26

Financial Planning

114-101 Personal Financial Planning 3.00 CR

$347.44 PREREQUISITES: NONE
This course considers finance from the perspective of the individual or family unit.
A broad range of topics in personal finance are discussed including: planning and
managing your personal finances, making purchasing and credit decisions, insuring
assets, investing and controlling your financial future.

Kenosha
114-101-3K1A Th 01:00P-04:30P 01/20-05/05

Elkhorn
114-101-3E1A Th 09:10A-12:10P 01/20-05/05

Off Campus
114-101-3W7A INET TBA TBA-TBA 01/19-05/04
114-101-3W7B INET TBA TBA-TBA 01/19-05/04
114-101-3W7C INET TBA TBA-TBA 01/19-05/04

See below for additional course information.

"Additional fees apply to this class — cost is $377.44. On the first day of class,
blackboard.com

503-128 Fire Department Management 3.00 CR

$347.44 PREREQUISITES: 503-139 Principles of Emergency Services and 503-142
Firefighting Principles I
Principles of management applied to the fire department. Records, reports and
personnel management. Various theories of motivation and types of management
are explored.

 Racine
503-128-3R11 F 01:00P-03:55P 01/21-05/06

503-157 Fire Investigation 3.00 CR

$347.44 PREREQUISITES: 503-142 Firefighting Principles I and 503-143 Building
Construction
This course provides learners with the fundamentals and technical knowledge needed
for proper fire scene investigations.

 Racine
503-157-3R11 T 06:00P-08:55P 01/25-05/10

503-151 Fire Prevention 4.00 CR

$461.92 PREREQUISITES: NONE
This course provides fundamental information regarding the history and philosophy
of fire prevention, organization and operation of a fire prevention bureau, use of fire
codes, and identification and correction of fire hazards. It meets all requirements for
Fire Inspector I certification with the state of Wisconsin.

 Racine
503-151-3R11 W 01:00P-04:55P 01/19-05/04
503-151-3R21 ST W 06:00P-09:55P 01/19-05/04

503-155 Fire Protection Hydraulics 4.00 CR

$522.92 PREREQUISITES: 503-121 Firefighting Principles I
This course provides a foundation of knowledge in order to understand the principles
of the use of water in fire protection. It meets all of the requirements for Driver
Operator-Pumper certification with the state of Wisconsin.

 Racine
503-155-3R1A M 09:00A-12:55P 01/24-05/09
W 09:00A-11:55A 01/24-05/09

503-147 Fire Protection Systems 4.00 CR

$461.92 PREREQUISITES: NONE
This course provides information relating to the features of design and operation of
fire detection and suppression systems.

 Racine
503-147-3R11 Th 01:00P-04:55P 01/20-05/05

503-120 Fire Science Student Internship 2.00 CR

$253.96 Instructor consent required
PREREQUISITES: 503-142 Firefighting Principles I and 531-192 EMT-
Basic
This course allows students to actively participate as a “working” member of a fire
department. Students work the 24-hour shift schedule at a local fire department
(excluding class times) and perform the same duties as the firefighters. Evaluation is
determined by fire department officials and the course instructor. Instructor approval
required to establish class schedule.

Off Campus
503-120-3Z1A DS TBA TBA-TBA 01/24-05/09

Associate Degree: Spring
### S292.46 Fire Service/Changing Technologies

**Course Description:**
This course focuses on the identification and application of the ever-changing advancements in technology and its impact on the fire service. Students will investigate and use applications and equipment that are reflective of the most recent advancements in fire service technology including: computerized hardware, software, digital media and fire department equipment.

**Prerequisites:**
- NONE

**Instructor:**
- Racine

**Schedule:**
- **503-127-3R11** M 01:00P-03:55P 01/24-05/09
- **503-127-3R1A** Th 09:00A-11:55A 01/20-05/05

### S583.92 Firefighting Principles I

**Course Description:**
This course includes classroom and practical training sessions on the basics of firefighting and meets the objectives of the Wisconsin's Firefighter I certification course. Practical training is a major part of the course. Upon completion, students are encouraged to take the certification exam for Firefighter I, State of Wisconsin. This course is equivalent to 503-142 at other WTCS schools.

**Prerequisites:**
- NONE

**Instructor:**
- Racine

**Schedule:**
- **503-142-3R1A** F 08:00A-04:25P 01/21-01/21
- **503-142-3R1A** F 08:00A-04:25P 01/28-05/06

Students must have successfully completed 24 hours of hazardous materials operations (503-418) in order to be eligible to participate in the Firefighter I certification exam.

### S413.19 Hazardous Materials

**Course Description:**
This course offers an in-depth analysis of the principles of emergency response through utilization of an incident management system and prepares students to pursue current national ICS training requirements.

**Prerequisites:**
- **503-139 Strategies, Tactics & Incident Mgmt**

**Instructor:**
- Racine

**Schedule:**
- **503-156-3R1A** F 08:30A-12:25P 01/21-05/06

### Fluid Power Technology

#### 612-102 Pneumatics/Hydraulics - Introduction

**Course Description:**
The fundamental principles and physical laws governing fluid power and pneumatics are studied. The operation of the various control valves and actuators will be explored through a combination of theory and practical lab exercises.

**Instructor:**
- Kenosha

**Schedule:**
- **612-102-3K1A** Th 09:10A-11:10A 01/21-05/06
- **612-102-3K1A** F 11:10A-01:10P 01/21-05/06

**Location:**
- Lakeview Advanced Tech. Center

This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule.

### General College: Mathematics

#### 834-110 Elementary Algebra with Applications

**Course Description:**
This course offers traditional algebra topics with applications. Learners develop algebraic problem solving techniques needed for technical problem solving and for more advanced algebraic studies. Topics include linear equations, exponents, polynomials, rational expressions, and roots and radicals. Successful completion of this course prepares learners to succeed in technical mathematics courses.

**Prerequisites:**
- **854-769 Algebra Pre-College**

**Instructor:**
- Elkhorn

**Schedule:**
- **834-110-3R1A** TTh 02:35P-04:55P 01/09-05/05
- **834-110-3E11** M 06:00P-08:00P 01/09-05/05
Graphics/Printing/ Publishing

204-149 Advanced Webpage Design 3.00 CR
$441.69 PREREQUISITES: 204-116 Webpage Design for Graphic Designers
Students will build upon the knowledge learned from the prerequisite course. Emphasis will be placed on current web design tools, while adding video and animation elements to their own website. The course will include current topics in web development. Principles of web design for development and posting of websites will be emphasized.

Off Campus
204-149-3W7A INET TBA TBA-TBA 03/23-05/11
Additional fees apply to this class — cost is $441.69. Online course requires Internet connection and software purchase in addition to course fees if students wish to work at home. Alternatively, Gateway Labs in Racine and Elkhorn may be used to complete the course. Are you ready for Distance Learning? Find out by completing the READI Assessment.

204-142 Applied Exit Strategies/Display Graphics 3.00 CR
$411.69 PREREQUISITES: NONE
Students will focus on resume, portfolio development and interview practices. Career exploration, professional practices, networking will also be discussed. All aspects of this course will lend to the professional development of the individual student. In order to showcase and promote the accomplishments of the student, a professional design display requirement will be met at the Annual Student Design Show.

Racine
204-142-3R1A MW 09:10A-11:10A 01/19-05/09
204-142-3E31 AC Th 05:50P-09:50P 01/20-03/10
Elkhorn
204-142-3E1A W 12:25P-04:25P 01/19-05/04

204-145 Authoring Tools - Flash 2.00 CR
$274.46 PREREQUISITES: NONE
Students will use authoring tools to create an interactive program that can function independently. They will also explore multimedia creations in existence for education and training. Students will explore a variety of multimedia products and creations being designed today including presentation, entertainment, publishing, advertising, and training. Experience with authoring programs and technology on both the Macintosh and the PC will be emphasized.

Racine
204-145-3R61 SP M 06:00P-10:00P 01/21-05/06
Self-paced course allows student flexibility and independent work. E-mail hannelman@gtc.edu for details. Software: iMovie, Final Cut, Premier.

204-105 Computer Illustration/Drawing Techniques 3.00 CR
$441.69 PREREQUISITES: NONE
Students will study typography, color, and layout. Studies include symmetrical and asymmetrical compositions, grid systems, designing with type, image, and the graphic functions of typography. Students will develop an understanding of the basic design principles, including space, line, form, color, and the use of letterforms and design contrasts. The course will introduce to target market and designing for an audience. Projects will be completed with various design media while exploring the importance of working in stages from research to rough ideas to finished design work.

Racine
204-105-3R7A TTh 09:10A-11:10A 01/19-05/09

204-107 Digital Photography/ Introduction to 3.00 CR
$411.69 PREREQUISITES: NONE
This course explores the use of digital photography, desktop scanning and photo manipulation software in the creation of photo compositions and support materials for graphic design.

Racine
204-107-3R1A TTh 09:10A-11:10A 01/19-05/09

*Additional fees apply to this class — cost is $441.69. Online course requires Internet connection and software purchase in addition to course fees if students wish to work at home. Alternatively, Gateway Labs in Racine and Elkhorn may be used to complete the course. Are you ready for Distance Learning? Find out by completing the READI Assessment.

Associate Degree: Spring
work at home. Alternatively, Gateway Labs in Racine and Elkhorn may be used to complete the course. Are you ready for Distance Learning? Find out by completing the READI Assessment.

204-115 Digital Photography/Advanced 3.00 CR
S411.69 PREREQUISITES: 204-107 Digital Photography/Introduction to Course focuses on advanced use of manipulation software including special effects and new applications. In addition, the basics of good photography and its use in the various areas of graphic design will be studied.

Racine
204-115-3R4A AC S 08:05A-12:05P 03/12-05/07

Elkhorn
204-115-3E4A AC Th 05:50P-10:50P 03/12-05/07

204-127 Digital Prepress Fundamentals 3.00 CR
S411.69 PREREQUISITES: NONE
Students will study basic concepts in digital prepress fundamentals used in preparing graphic design artwork for printing and publishing. They will become familiar with the complete graphic design creation process: from initial concept and planning through to the final printed collateral. Simple color separations and trapped and/or press ready artwork is the main focus of this course. History and discussion of traditional and digital prepress equipment and techniques will be introduced. Customer needs, technical accuracy, prepress troubleshooting issues, timelines, and proofing will be included.

Racine
204-127-3R11 W 05:50P-09:50P 01/19-05/04
204-127-3R1A W 12:25P-04:25P 01/19-05/04

Elkhorn
204-127-3E1A MW 10:15A-12:15P 01/19-05/09

204-129 Field Photography 2.00 CR
S274.46 PREREQUISITES: NONE
This course will explore the use of cameras, lenses and digital media as they apply to newsworthy photography as well as location and nature photography. Students will learn how to get good shots in fast paced environments like sporting events. Special tools used in field photography will be examined.

Racine
204-129-3R3A AC Th 06:00P-09:00P 01/20-03/10
204-129-3E3A AC S 10:15A-01:15P 01/22-03/12

204-109 Graphic Design Professional Practices 3.00 CR
S411.69 PREREQUISITES: 204-126 Design & Publishing
This course introduces students to the workflow of graphic design, from the initial conceptualization of a project to the printed piece. Attention to customer needs, development of presentation materials, and cost estimates are discussed. Students will become familiar with graphic design job titles and duties. Stress management and time management are incorporated into the course. Legal and ethical issues, as well as those involving copyrights and trademarks, are discussed.

Racine
204-109-3R1A Th 12:25P-04:45P 01/20-05/05

204-162 Graphics for Gaming 1.00 CR
S128.48 PREREQUISITES: NONE
This course is designed to introduce programming students to graphics and graphics creation. Specifically, the graphics used in computer games will be discussed.

204-125 Illustration Media Concepts 3.00 CR
S411.69 PREREQUISITES: NONE
This course guides students through an organized experimentation of traditional art media to create images that convey specific messages to viewers. A variety of media is used, including: watercolor, acrylic, oil, pastel, inks, dyes, collage, and computers. Good composition, visual organization, development of creative thinking, and visual problem solving will be emphasized. This course will include a study of perspective, light, shade, and color theory. Current design and color trends will be explored.

Racine
204-125-3R1A Th 12:25P-05:25P 01/20-05/10

Elkhorn
204-125-3E1A F 08:05A-12:05P 01/21-05/06

Off Campus
204-125-3W7A INET TBA TBA-TBA 01/19-05/10

204-143 Illustration, Advanced Illustration, Advanced 3.00 CR
S411.69 Program Counselor consent required
PREREQUISITES: NONE
This course will teach students the basics of using 3D software for design. Animation, modeling and storyboarding will be examined, as well as the technical aspects and vocabulary involved in mastering 3D software. 3D computer graphics will be compared to 2D. Practical applications for 3D software will be examined as they relate to graphic design, web design, and game design.

Racine
204-143-3R1A TTh 09:10A-11:10A 01/20-05/10

204-148 Multimedia Applications 3.00 CR
S411.69 PREREQUISITES: 204-144 Multimedia PC/Macintosh Introduction and 204-145 Authoring Tools - Flash and 204-146 Video Editing and 204-147 Multimedia Graphics and Animation
This advanced course challenges students to bring all skills learned in previous certificate courses together to create professional quality multimedia tools and applications. Project planning, troubleshooting, and distribution options will be discussed.

Racine
204-148-3R61 SP M 06:00P-10:00P 01/21-05/06

Self-paced course allows student flexibility and independent work. E-mail hannemans@gtc.edu for details. Software: iMovie, Final Cut, Premier.

204-147 Multimedia Graphics and Animation 2.00 CR
S274.46 PREREQUISITES: NONE
Exploration and creation of graphics for use in multimedia is the focus of this course. Digital camera will be used to capture photographic images. Animation and morphing software will be explored as well as 3-D programs and special effects programs.

Off Campus
204-162-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $128.48. Online course requires Internet connection and software purchase in addition to course fees if students wish to work at home. Alternatively, Gateway Labs in Racine and Elkhorn may be used to complete the course. Are you ready for Distance Learning? Find out by completing the READI Assessment.

204-125 Illustration Media Concepts 3.00 CR
S411.69 PREREQUISITES: NONE
This course guides students through an organized experimentation of traditional art media to create images that convey specific messages to viewers. A variety of media is used, including: watercolor, acrylic, oil, pastel, inks, dyes, collage, and computers. Good composition, visual organization, development of creative thinking, and visual problem solving will be emphasized. This course will include a study of perspective, light, shade, and color theory. Current design and color trends will be explored.

Racine
204-125-3R1A Th 12:25P-05:25P 01/20-05/10

Elkhorn
204-125-3E1A F 08:05A-12:05P 01/21-05/06

Off Campus
204-125-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $411.69. Online course requires Internet connection and software purchase in addition to course fees if students wish to work at home. Alternatively, Gateway Labs in Racine and Elkhorn may be used to complete the course. Are you ready for Distance Learning? Find out by completing the READI Assessment.

204-143 Illustration, Advanced Illustration, Advanced 3.00 CR
S411.69 Program Counselor consent required
PREREQUISITES: NONE
This course will teach students the basics of using 3D software for design. Animation, modeling and storyboarding will be examined, as well as the technical aspects and vocabulary involved in mastering 3D software. 3D computer graphics will be compared to 2D. Practical applications for 3D software will be examined as they relate to graphic design, web design, and game design.

Racine
204-143-3R1A TTh 09:10A-11:10A 01/20-05/10

204-148 Multimedia Applications 3.00 CR
S411.69 PREREQUISITES: 204-144 Multimedia PC/Macintosh Introduction and 204-145 Authoring Tools - Flash and 204-146 Video Editing and 204-147 Multimedia Graphics and Animation
This advanced course challenges students to bring all skills learned in previous certificate courses together to create professional quality multimedia tools and applications. Project planning, troubleshooting, and distribution options will be discussed.

Racine
204-148-3R61 SP M 06:00P-10:00P 01/21-05/06

Self-paced course allows student flexibility and independent work. E-mail hannemans@gtc.edu for details. Software: iMovie, Final Cut, Premier.

204-147 Multimedia Graphics and Animation 2.00 CR
S274.46 PREREQUISITES: NONE
Exploration and creation of graphics for use in multimedia is the focus of this course. Digital camera will be used to capture photographic images. Animation and morphing software will be explored as well as 3-D programs and special effects programs.

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
An emphasis will be placed on experiencing a wide variety of alternative media. Instruction will be given on the use of online services to access the vast expanse of quickly changing information as well as downloading graphics, video, and sound for use in projects.

**Racine**

204-147-3R61 SP M 06:00P-10:00P 01/21-05/06
Self-paced course allows student flexibility and independent work. E-mail hannemans@gtc.edu for details. Software: iMovie, Final Cut, Premier.

**Elkhorn**

204-116-3W7A INET TBA TBA-TBA 01/19-03/09
Additional fees apply to this class — cost is $441.69. Online course requires Internet connection and software purchase in addition to course fees if students wish to work at home. Alternatively, Gateway labs in Racine and Elkhorn may be used to complete the course work. Are you ready for Distance Learning? Find out by completing the READI Assessment.

### Health Information Technology

**530-195** Applied Coding 2.00 CR

$232.96 Program Counselor consent required

PREREQUISITES: NONE

COREQUISITES: 530-185 Reimbursement in Healthcare

This course prepares students to assign ICD and CPT/HCPCS codes supported by medical documentation with an intermediate level of proficiency. Students will prepare appropriate physician queries in accordance with compliance guidelines and will assign codes to optimize appropriate reimbursement.

**Racine**

530-195-3RMA BLND W 12:25P-02:25P 01/19-05/04

**Burlington**

530-195-3BM1 BLND W 04:45P-06:45P 01/19-05/04

This class is blended. Students must know how to use Blackboard.

**530-184** CPT-4 Coding 3.00 CR

$235.46 PREREQUISITES: 530-172 Healthcare Delivery Systems and 530-181 The Health Record, Introduction to Human Diseases for the Health Information Processing System, including basic coding principles and guidelines and coding from operative reports and other medical record documentation.

**Racine**

530-184-3RMA BLND M 09:10A-11:10A 01/24-05/09

**Burlington**

530-184-3BM1 BLND T 04:45P-06:45P 01/25-05/10

This class is blended. Students must know how to use Blackboard.

**530-176** Health Data Management 2.00 CR

$235.46 PREREQUISITES: 530-172 Healthcare Delivery Systems and 530-181 The Health Record, Introduction to Health Information Processing System, including basic coding principles and guidelines and coding from operative reports and other medical record documentation.

**Racine**

530-176-3RMA BLND TTh 10:15A-10:45A 01/20-05/10

**Racine**

530-176-3RMA BLND TTh 10:45A-11:15A 01/20-05/10

**530-193** Healthcare Quality Management 2.00 CR

$232.96 PREREQUISITES: 530-177 Healthcare Statistics and Research

This course explores the programs and processes used to maintain quality in healthcare, addressing regulatory requirements as related to quality improvement, utilization (case) management, risk management, and medical staff credentialing through the use of quality improvement methodologies and tools.

**Racine**

530-193-3RMA BLND W 11:20A-12:20P 01/19-05/04
This course is a study of the principles of management, including planning, organizing, human resource management, directing, and controlling as related to the health information department.

Racine
530-194-3RMA BLND M 11:20A-01:20P 01/24-05/09

530-198 Human Diseases for the Health Professions 3.00 CR
S347.44 Program Counselor consent required
PREREQUISITES: 501-101 Medical Terminology and 806-189 Anatomy, Basic or 806-177 General Anatomy and Physiology
This course focuses on the common diseases of each body system as encountered in all types of health care settings by health information professionals. Emphasis is placed on understanding the etiology (cause), signs and symptoms, diagnostic tests, and treatment (including pharmacologic) of each disease.

Racine
530-182-3RMA BLND M 11:20A-01:20P 01/24-05/09

Horticulture

001-145 Floral Design II/Commercial 3.00 CR
S507.69 PREREQUISITES: 001-144 Floral Design I/Commercial
Hands-on use of fresh flowers, fresh foliage, dried materials, silks and fruit in the more advanced floral designs. Emphasis will also be given to today's color theory as well as development of floral creativity.

Kenosha
001-145-3K1A MW 01:30P-04:30P 01/19-05/09

001-178 Fruit and Vegetable Science 3.00 CR
S372.69 PREREQUISITES: NONE
Students will study methods of vegetable and fruit gardening and become familiar with basic vegetables, tree fruits, and small fruits. Organic growing methods, composting, pest and disease control, and self-sustaining gardening methods will be discussed in detail. Field trips to market gardens and orchards will be central to the course.

Kenosha
001-178-3K11 Th 04:45P-06:45P 01/20-05/05
Th 06:45P-08:45P 01/20-05/05

001-151 Greenhouse Crops 3.00 CR
S372.69 PREREQUISITES: NONE
Focuses on growing cut flowers, potted plants and foliage plants in a greenhouse. Provides practical experience in growing/maintaining crops using equipment, and solving problems. Includes field trips to commercial greenhouse operations.

Kenosha
001-151-3K1A W 09:10A-11:10A 01/19-05/04
W 11:10A-01:10P 01/19-05/04

001-122 Horticulture Business Operations 3.00 CR
S372.69 PREREQUISITES: NONE
Simulated operation of horticulture industries utilizing principles of marketing, economics and office management. Includes hands-on practice on computers used in each branch of the horticulture industry. Field trips and practice work are involved.

Kenosha
001-122-3K1A M 09:10A-11:10A 01/24-05/09
M 11:10A-01:10P 01/24-05/09

001-122-3KM1 BLND T 04:45P-06:45P 01/25-05/10
This blended class requires on-line work in addition to the face-to-face class times shown in the schedule.

001-176 Horticulture Internship 3.00 CR
S347.44 PREREQUISITES: NONE
Elective for approved work experience in a Horticulture establishment. Provides practical experience in a variety of horticulture businesses. Students are advised by and responsible to the horticulture staff to whom they are assigned.

Kenosha
001-176-3K6A SP TBA TBA-TBA 01/19-05/10
Course focuses on landscape construction methods, Japanese-style design principles, emphasis on evergreen landscape materials. Designing for energy conservation and how to attract wildlife. Labs include drawing plans and blueprinting.

Kenosha
001-117-3KMA BLND Th 01:30P-03:30P 01/20/05
This blended class requires on-line work in addition to the face-to-face class times shown in the schedule.

001-136 Landscape Management 3.00 CR
S372.69 PREREQUISITES: NONE
Maintenance of industrial, public, institutional, and private grounds. Also covers operation and management of an ornamental nursery. Labs include pruning, balling and burlapping, procedures for preventing winter injury, and field trips.

Kenosha
001-136-3K11 W 04:45P-06:45P 01/19/04
W 06:45P-08:45P 01/19/04

001-152 Perennials 3.00 CR
S377.44 PREREQUISITES: NONE
This course covers the identification, growing and use of common herbaceous perennial plants in the landscape. Propagation, scheduling, and problem identification/solutions will also be taught.

Off Campus
001-152-3K7A INET TBA TBA-TBA 01/19/05
Additional fees apply to this class — cost is $377.44

001-102 Plant Pests and Control 3.00 CR
S372.69 PREREQUISITES: NONE
The identification and control of insects, diseases, and weeds of importance to the commercial horticulturist will be covered. The course emphasizes an integrated pest management approach in diagnosing pest problems and identifying the combination of biological, cultural, physical, and chemical control methods to be used. Rules and regulations regarding environmental and personal pesticide safety are taught. Students have the option to become state certified pesticide operators.

Kenosha
001-102-3K1A Th 09:10A-11:10A 01/20/05
Th 11:10A-01:10P 01/20/05

001-141 Soils and Plant Nutrition 3.00 CR
S372.69 PREREQUISITES: NONE
Covers physical, chemical and biological properties of soils/media. Includes soil conservation practices and composting. Labs involve soil testing and soil improvement.

Kenosha
001-141-3K1A F 09:10A-11:10A 01/21-05/06
F 11:10A-01:10P 01/21-05/06

Hospitality

109-144 Hospitality Internship 3.00 CR

Students learn and perform duties of at least one position at a hospitality related business. Some examples of eligible businesses are hotels, restaurants, entertainment venues, tourism information centers and convention bureaus. Time is scheduled every other week for sharing insight about the experience with the instructor and other students.

Elkhorn
109-144-3E1A M 12:25P-01:25P 01/24/05/09

109-137 Hospitality Portfolio 1.00 CR
S118.48 PREREQUISITES: 109-136 Lodging Field Experience and 109-144 Hospitality Internship

Hospitality students will go through the process of developing a personal portfolio that will include samples of their work, letters of reference, a resume, and other pertinent career search and employment information, which can be used during employment interviews.

Elkhorn
109-137-3E1A DS F 10:15A-11:15A 01/21-05/06

109-171 Hospitality Sales and Marketing 3.00 CR
S401.94 PREREQUISITES: NONE
Apply marketing techniques to hospitality industry. Emphasis given to convention and group sales concepts. Preferences and considerations of various market segments are addressed.

Off Campus
109-171-3Z1A T 01:30P-05:30P 01/25/05/10
This class meets at the Grand Geneva Resort - Swinghurst Room

109-101 Hospitality/Principles of 3.00 CR
S347.44 PREREQUISITES: NONE
Introduction to origin, development, current scope, future outlook of hospitality field. Prepares student to interact with people, social and corporate etiquette addressed.

Elkhorn
109-101-3E1A Th 09:10A-12:10P 01/21-05/05

109-110 Housekeeping Management 3.00 CR
S401.94 PREREQUISITES: NONE
Communications, guest services and housekeeping departments are examined. Management techniques common to all departments include scheduling, inspection and documentation of staff functions. Personal skills necessary for interacting with guests are evaluated.

Off Campus
109-110-3Z1A Th 01:30P-05:30P 01/20/05/05
This class meets at the Grand Geneva Resort in Lake Geneva.
### Human Services

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Credits</th>
<th>Requirements</th>
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<tbody>
<tr>
<td>520-152</td>
<td>Aspects of Disabilities</td>
<td>3.00</td>
<td>S347.44 PREREQUISITES: NONE</td>
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<tr>
<td>520-128</td>
<td>Child Welfare Policy and Practice</td>
<td>3.00</td>
<td>S347.44 PREREQUISITES: S20-101 Human Services/Introduction</td>
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<tr>
<td>520-110</td>
<td>Community Resources and Services</td>
<td>3.00</td>
<td>S347.44 PREREQUISITES: NONE</td>
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<tr>
<td>520-160</td>
<td>Correctional Processes</td>
<td>3.00</td>
<td>S347.44 PREREQUISITES: NONE</td>
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</tbody>
</table>

#### S347.44 Aspects of Disabilities
- **Course Description:** This course is an introduction to the history of services and legislative processes involved in provision of services to people with disabilities. It is a review of medical diseases and disabilities, including etiology, physiology, prognosis, and impact on disabled individuals and their environment.

#### S347.44 Child Welfare Policy and Practice
- **Course Description:** This class helps the student examine the economic, social, and political aspects of children's issues. It also addresses the U.S. welfare system, including proprietary, private, voluntary, and governmental agencies.

#### S347.44 Community Resources and Services
- **Course Description:** This course seeks to expose the student to a wide variety of community agencies, resources, and programs through the use of guest speakers and site visits. The functions, funding, clients served, eligibility requirements, and referral procedures of the agency will be emphasized.

#### S347.44 Correctional Processes
- **Course Description:** A study of present correctional policies and processes in the criminal justice field as it affects today's society in terms of deterrents and rehabilitation and a look at future trends.

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<td>Correctional Processes</td>
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<td>Th 05:50P-08:50P 01/20-05/05</td>
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</tbody>
</table>
Industrial Equip Mechanic

462-103 Mechanical Power Transmission 3.00 CR

$431.19 PREREQUISITES: 528-109 Mechanical Skills for Technicians
Students will learn bearing design and application, bearing failure and analysis, properties of lubrication and correct lubrication procedures, gear drives, belt drives, gear reduction units, and chain and shaft drives. Troubleshooting and maintenance of these types of power transmissions will be emphasized.

Racine
462-103-3R11 W 04:45P-09:45P 01/19-05/04

Interior Design

304-104 Advanced Technology for Interior Design 3.00 CR

$353.19 Instructor consent required
PREREQUISITES: 304-103 AutoCAD, Introduction to and 304-115 Drafting for Interiors
Students will learn to integrate technology across different phases of design and learn to produce well composed and thorough designs quickly and efficiently. The student will develop a strategic overview of the design process and demonstrate tactics within those programs to optimize workflow and interoperability. By lining the standard phases and processes of an interior design project with the capabilities of the software most commonly used student will produce enhanced deliverables such as presentations, renderings and construction drawings.

Kenosha
304-104-3K1A F 09:10A-01:10P 01/21-05/06

304-118 Art History 3.00 CR

$377.44 PREREQUISITES: NONE
Briefly traces western arts from prehistoric through contemporary art. Surveys Oriental and American art. Delves into the complexities of artwork, created by males. Makes application to the field of Interior Design, including art media, techniques, art terms, current artists, replica art methods, and resources for original and duplicate artworks. CD-ROM, internet computer programs, slides, videos, and prints provide visual sources as well as a beautifully illustrated textbook with thousands of examples. This class is culturally and educationally expanding for the student.

Kenosha
304-118-3K1A F 01:30P-04:30P 01/21-05/06

304-195 Global Interior Design Field Study 1.00 CR

$118.48 PREREQUISITES: NONE
This class provides the opportunity for students to investigate the interior design industry, learn about global markets, cultural and design influences on products in the industry, how to forecast market trends, and apply networking skills to professional venues.

Kenosha
304-195-3K1A M 11:20A-12:20P 01/24-05/09
**304-101 History of Furniture and Decorative Arts 3.00 CR**

S347.44  PREREQUISITES: NONE
Emphasizes the history of decorative arts from ancient times through the technological era especially concerning furnishings and interiors. Interior design careers, projects and markets are surveyed.

**Kenosha**

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<tr>
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This course will be offered in the blended format and require both on campus and internet participation. This class meets face-to-face Tuesday Jan 20, 25; Feb 1, 8, 15, 22; Mar 1, 8, 22, 29; April 5, 12, 19, 26; May 1, 10, and 12. Remaining work is done online Thursday Jan 27, Feb 3, 10, 17, 24, Mar 3, 10, 24, 31, Apr 7, 14, 21, 28 and May 5.

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**304-147 Interior Design Internship and Portfolio Development 2.00 CR**

S232.96  PREREQUISITES: NONE
COREQUISITES: 304-146 Interior Project Design, Advanced
Introduces students to entry level interior design work experiences and career planning skills. The course objectives are to provide students with an awareness of the interior design field, through practical experiences, and knowledge in preparing for the career search. Students will participate in discussions related to; workplace issues, career opportunities, networking, professional development, and interview techniques. The learner will also gain knowledge in preparing career search materials and a professional portfolio. The interior design internship is a collaborative agreement between the business, the student, and the interior design faculty coordinator from Gateway Technical College. Students will select an area of interest in the interior design field to complete the required 72 hours of internship experience. The appropriate student/employer match can be directed by either the student and/or instructor. A student seeking internship credit hours that comply with NKBA requirements (National Kitchen and Bath Association) may combine internship hours from this course with those accumulated from course #304-148, Interior Design Internship II.

**Kenosha**

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In addition to classroom meetings students will complete 72 hours of internship at a business of their choice, and be responsible for their own transportation. Obtaining the internship may be self directed or with the guidance of the instructor. All internship positions must have prior approval of the instructor and business supervisor.

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**304-106 Interior Lighting/Fundamentals of 3.00 CR**

S347.44  PREREQUISITES: 304-115 Drafting for Interiors and 304-140 Rendering Techniques
Students will study interior lighting application, assess client and site requirements, use compositional techniques for lighting design, evaluate construction constraints, select light sources and fixtures, and communicate the design through drawings and documents.

**Kenosha**

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**304-133 Interior Materials, Finishes, & Products 3.00 CR**

S347.44  PREREQUISITES: NONE
Focuses on identifying building materials to satisfy the design criteria. Students will learn appropriate selection of: materials, finishes, and products based on their properties, sustainability, performance criteria, installation methods, and maintenance requirements. Additionally insight will be gained in procedures within the construction industry from; organizational culture, to the interior designer's role, responsibilities and documentation of specifications.

**Kenosha**

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**304-146 Interior Project Design, Advanced 3.00 CR**

COREQUISITES: 304-147 Interior Design Internship and Portfolio and 104-114 Selling Techniques
The design of large scale spaces is studied with actual experience in designing residential and commercial interiors. The course includes an exploration of complete solutions based on client criteria, space analysis, codes, standards, budget factors, selection and specification of; materials, finishes, fixtures, and products. The student will use computer technologies in the design and presentation process.

**Kenosha**

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**304-140 Rendering Techniques 3.00 CR**

S353.19  PREREQUISITES: NONE
This course will introduce students to a broad range of drawing and rendering methods. Floor plan, elevation, one, two, and three point perspectives are used in illustration of furnishings and room interiors are discussed. Surveys use of neutral and color media, shadow, texture, signage and presentation techniques.

**Kenosha**

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**Interpreter Technology**

**533-104 ASL 2 4.00 CR**

S461.92  Instructor consent required
PREREQUISITES: 533-102 ASL 1 and 533-103 Practicum 1
This is a continuation in the development from phrases and simple sentences to complex structures. It will focus on the development of conversational American Sign Language skills.

**Elkhorn**

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<tr>
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<td>533-104-3E1A</td>
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**533-110 ASL 4/Interpreting 4.00 CR**

S461.92  Program Counselor consent required
PREREQUISITES: 533-107 ASL 3/Introduction to Interpreting
This course will expand the student’s ability to interpret from American Sign Language to English and from English to ASL. The full spectrum of simple sentences to complex ASL sentences and idioms will be developed.

**Elkhorn**

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</table>

**533-115 ASL Skillbuilding 3 1.00 CR**

S118.48  PREREQUISITES: NONE
Students will practice ASL communication skills learned in ASL III/Introduction to Interpreting with an emphasis on improving vocabulary and technique.

**Elkhorn**

<table>
<thead>
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Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
Course Delivery Methods key:

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<td>ITV</td>
<td>= Interactive TV</td>
</tr>
<tr>
<td>IPVID</td>
<td>= IP Video and NODAL</td>
</tr>
<tr>
<td>OPEN</td>
<td>= Open Entry</td>
</tr>
</tbody>
</table>

533-116  ASL Skillbuilding 4  1.00 CR

S118.48  PREREQUISITES: NONE
Students will practice ASL communication skills learned in ASL IV/Interpreting with an emphasis on improving vocabulary and technique.

Elkhorn 533-116-3E1A  M  02:00P-04:00P  01/24-05/09

533-118  ASL Skillbuilding 6  1.00 CR

S118.48  PREREQUISITES: 533-113 ASL Skillbuilding 1 and 533-114 ASL Skillbuilding 2 and 533-115 ASL Skillbuilding 3 and 533-116 ASL Skillbuilding 4
Students will practice ASL communication skills with an emphasis on receptive storytelling techniques.

Elkhorn 533-118-3E1A  M  02:00P-04:00P  01/24-05/09

533-105  Cultural Sensitivity in Interpreting  2.00 CR

S252.96  Instructor consent required
PREREQUISITES: 533-103 Practicum I
This course will focus on the importance of understanding the cultural norms and values involved in any interpreting assignments. Students will learn how culture impacts the communication process and the importance of producing a culturally accurate interpreted message.

Off Campus 533-105-3W7A  INET  TBA  TBA-TBA  01/19-05/10

Additional fees apply to this class — cost is $252.96

533-109  Deaf Culture in America  3.00 CR

S377.44  Program Counselor consent required
PREREQUISITES: NONE
This course will expose the students to Deaf culture since its beginnings in the United States. It will discuss famous Deaf Americans and how they have impacted the lives of Deaf and hearing people in America.

Off Campus 533-109-3W7A  INET  TBA  TBA-TBA  01/19-05/10

Additional fees apply to this class — cost is $377.44

533-120  Interpreting: Sign to Voice  3.00 CR

S347.44  Program Counselor consent required
PREREQUISITES: NONE
COREQUISITES: 533-110 ASL 4/Interpreting
Students will develop the skills necessary to voice signed messages. Students will learn techniques for team interpreting, interrupting speakers, and deciphering fingerspelling. They will develop and hone skills in understanding and matching signer intent of message, affect, and register.

Elkhorn 533-120-3E1A  F  08:30A-12:30P  01/21-05/06

533-111  Practicum II  3.00 CR

S347.44  Program Counselor consent required
PREREQUISITES: 533-105 Cultural Sensitivity in Interpreting
In this course the students will observe and participate in activities with Deaf children and/or adults.

Elkhorn 533-111-3E1A  TBA  TBA-TBA  01/19-05/09

533-112  Professional Development for Interpreter  2.00 CR

S232.96  Program Counselor consent required
PREREQUISITES: NONE
COREQUISITES: 533-110 ASL 4/Interpreting
Emphasis is placed on the importance of following the Code of Ethics for Interpreters; the development of poise and communication techniques for personal and professional success; and the importance of personal appearance and attitudes.

Elkhorn 533-112-3E1A  M  12:00P-02:00P  01/24-05/09

IT — Information Technology

107-193  IT Essentials  3.00 CR

S372.69  PREREQUISITES: NONE
COREQUISITES: 107-011 IT in Business
IT Essentials focuses on the relationship between hardware and system software. The course topics include PCs, peripherals, networking, security, troubleshooting, and communication skills. IT Essentials is an introductory course that presents a foundation toward the pursuit of CompTIA A+ certification.

Kenosha 107-193-3K11  M  05:50P-09:50P  01/24-05/09
107-193-3K1A  F  08:05A-12:05P  01/21-05/06

Racine 107-193-3R11  M  05:50P-09:50P  01/24-05/09
107-193-3R1A  F  08:05A-12:05P  01/21-05/06

Elkhorn 107-193-3E11  M  05:50P-09:50P  01/24-05/09
107-193-3E1A  F  08:05A-12:05P  01/21-05/06

Off Campus 107-193-3W7A  INET  TBA  TBA-TBA  01/20-05/09

Additional fees apply to this class — cost is $402.69. This Internet delivery course requires a computer with access to the Internet, browser software, and an e-mail account. Your instructor will notify you of any additional software requirements for the class.

Computers in Gateway’s computer labs are available for student use. Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

107-011  IT in Business  3.00 CR

S372.69  PREREQUISITES: NONE
IT in Business
This course is a basic introduction to Information Technology (IT) and how it impacts our lives. IT in Business will focus on how IT professionals implement industry tools and applications throughout businesses. Students will learn proper terminology as well as industry trends and concepts.

Kenosha 107-011-3K11  T  05:50P-09:50P  01/25-05/10
107-011-3K1A  MW  09:10A-11:10A  01/19-05/09

Racine 107-011-3R11  T  05:50P-09:50P  01/25-05/10
107-011-3R1A  MW  09:10A-11:10A  01/19-05/09

Elkhorn 107-011-3E11  T  05:50P-09:50P  01/25-05/10

Off Campus 107-011-3W7A  INET  TBA  TBA-TBA  01/20-05/09

Additional fees apply to this class — cost is $402.69. This Internet delivery course requires a computer with access to the Internet, browser software, and an e-mail account. Your instructor will
Focus will be on project management from the information systems professional perspective while keeping a customer-based orientation and business focus. Cooperative team-based business strategies will be stressed. Students will develop written and oral communications, as necessary, to complete the steps within the phases of the systems development as the students progress through a team-based project simulation.

**IT — Microcomputer Specialist**

**154-109** Computer Support Specialist Internship 3.00 CR

S347.44 Instructor consent required

**PREREQUISITES:** 154-110 Hardware & Software Troubleshooting

**COREQUISITES:** 154-113 IT Apps Server & Support

**OTHER REQUISITES:** Department Approval, Adm Reqmt

Establishes an opportunity for the student to apply training and skills in a business/industrial/academic work environment. The student will spend 144 hours at the worksite. Student contracts with the employer and the instructor regarding the work agreement and competencies. Classroom hours will include preparation of job portfolio materials and practicing interview techniques.

**Kenosha**

154-109-3K1A DS Th 02:35P-03:35P 01/20-05/05

Prepare for the job seeking process and acquire real world experience in the Information Technology field. Contact Linda Spaulding at spauldingl@gtc.edu for more information on this exciting Internship opportunity.

**Elkhorn**

154-109-3E1A DS Th 02:35P-03:35P 01/20-05/05

Prepare for the job seeking process and acquire real world experience in the Information Technology field. Contact Paul Nelson at nelsonp@gtc.edu for more information on this exciting Internship opportunity.
IT — Network Communications

### 150-133 Message Services Administration

**Course Delivery Methods key:**
- INET — Internet Study
- BLND — Blended Class
- ST — Stacked Class
- ITV — Interactive TV
- SP — Self-Paced Labs
- OPEN — Open Entry

**PREREQUISITES:** 150-111 Network Administration - Microsoft

Students will learn to install, configure, and maintain a messaging server. This will include, but not be limited to, preparing for deployment, server installation, creation of user accounts, server management, and disaster recovery.

**Off Campus**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Delivery Method</th>
<th>Days</th>
<th>Time</th>
<th>Dates</th>
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<td>150-133-E1A</td>
<td>IPVID</td>
<td>TTh</td>
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</tr>
</tbody>
</table>

**Course Description:**
Additional fees apply to this class — cost is $510.92. This Internet delivery course requires a computer with access to the Internet, browser software, and an e-mail account. Your instructor will notify you of any additional software requirements for the class. Computers in Gateway’s computer labs are available for student use. Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

### 150-113 Network Administration - Linux/Unix

**PREREQUISITES:** 150-105 Network/Web Concepts, Introduction to Advanced administration concepts and applications will be discussed and implemented. Topics include: implementing an enterprise network that incorporates a host system, multimedia, multiple platforms, UNIX, and other advanced network administration tasks.

**Racine**

<table>
<thead>
<tr>
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<th>Delivery Method</th>
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</tr>
</tbody>
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*Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.*

**Elkhorn**

<table>
<thead>
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<td>01/24-05/09</td>
</tr>
</tbody>
</table>

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### 150-114 Network Concepts - CCNA1

**PREREQUISITES:** NONE

This course will provide you with more in depth networking concepts. Topics will include the Internet, OSI model, wireless, security, logical and physical topologies, instant messaging, basic router setup and switch configuration, network connectivity, and hardware and software configurations. You will also learn how to create local area networks and wide area networks. Individuals will learn real-world skills related to employment.

**Racine**

<table>
<thead>
<tr>
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<th>Delivery Method</th>
<th>Days</th>
<th>Time</th>
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**Elkhorn**

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<td>01/25-05/10</td>
</tr>
</tbody>
</table>

*Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.*

### 150-111 Network Administration - Microsoft

**PREREQUISITES:** NONE

This course is an introduction to basic and intermediate administration tasks in a Windows NT network environment.

**Kenosha**

<table>
<thead>
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**Racine**

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*Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.*

### Additional Notes:
- Communications Gateway student e-mail account on the first day of school.
- Computers in Gateway’s computer labs are available for student use.
- Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

**Course Delivery Methods:**
- INET — Internet Study
- BLND — Blended Class
- ST — Stacked Class
- ITV — Interactive TV
- SP — Self-Paced Labs
- OPEN — Open Entry

**SPR—OPEN Entry**

**Adjunct Degree:**

**Spring 73**

**Prerequisites:**
- None

**150-111 Network Administration - Microsoft**

**4.00 CR**

**150-113 Network Administration - Linux/Unix**

**4.00 CR**

**150-114 Network Concepts - CCNA1**

**3.00 CR**

**150-133 Message Services Administration**

**4.00 CR**

**150-113 Network Administration - Linux/Unix**

**4.00 CR**

**150-114 Network Concepts - CCNA1**

**3.00 CR**

**150-111 Network Administration - Microsoft**

**3.00 CR**

**Additional Information:**
- Courses require a computer with access to the Internet, browser software, and an e-mail account. Your instructor will notify you of any additional software requirements for the class.
- Computers in Gateway’s computer labs are available for student use. Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

**Communications Gateway student e-mail account on the first day of school.**

**Computers in Gateway’s computer labs are available for student use.**

**Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.**
Individuals will learn real-world skills related to employment. OSI model, wireless, security, logical and physical topologies, hacking, and web pages. Work agreement and competencies. Classroom hours will include preparation of job portfolio materials and practicing interview techniques.

### 150-105 Network/Web Concepts, Introduction to 3.00 CR

- **S353.19** PREREQUISITES: NONE
- **COREQUISITES:** 107-011T IT in Business

This course will introduce networking and web concepts. Topics will include the internet, OSI model, wireless, security, logical and physical topologies, hacking, and web pages. Individuals will learn real-world skills related to employment.

#### Kenosha
- 150-105-3K11 W 05:50P-09:50P 01/19/05-05/04
- 150-105-3K1A MW 12:25P-02:25P 01/19/05-05/09

#### Racine
- 150-105-3R11 W 05:50P-09:50P 01/19/05-05/04
- 150-105-3R1A MW 12:25P-02:25P 01/19/05-05/09

#### Elkhorn
- 150-105-3E11 W 05:50P-09:50P 01/19/05-05/04

#### Off Campus
- 150-105-3W7A INET TBA TBA-TBA 01/20/05-05/09

Additional fees apply to this class — cost is $383.19. This Internet delivery course requires a computer with access to the Internet, browser software, and an e-mail account. Your instructor will notify you of any additional software requirements for the class. Computers in Gateway's computer labs are available for student use. Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

### 150-197 Securing Wireless Devices and Networks 3.00 CR

- **S353.19** PREREQUISITES: 150-194 Network Security

This introductory course to wireless LANs focuses on the design, planning, implementation, operation, and troubleshooting of wireless LANs. It covers an overview of technologies, security, and design best practices, with particular emphasis on hands-on skills, including wireless LAN setup and troubleshooting, 802.11 technologies, products, and solutions, radio technologies, WLAN applications and site surveys, design, installation, configuration, and troubleshooting, WLAN security, and emerging wireless technologies.

#### Kenosha
- 150-197-3KM1 IPVID Th 08:00P-10:00P 01/20/05-05/05

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

#### Racine
- 150-197-3RM1 IPVID Th 08:00P-10:00P 01/20/05-05/05

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

#### Elkhorn
- 150-197-3E1M IPVID Th 08:00P-10:00P 01/20/05-05/05

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

### 150-195 Security Policies and Procedures 3.00 CR

- **S353.19** PREREQUISITES: 150-194 Network Security

Students will learn how to develop a security vision statement. These will be simple written security policies and procedures to protect information, people, and property. It will include controlling e-commerce and information systems, while complying with legal and policy requirements. Students will evaluate information systems, assign ownership and responsibilities, and develop an emergency response plan.

#### Kenosha
- 150-195-3KM1 IPVID Th 05:50P-07:50P 01/20/05-05/05

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

#### Racine
- 150-195-3RM1 IPVID Th 05:50P-07:50P 01/20/05-05/05

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#### Elkhorn
- 150-195-3E1M IPVID Th 05:50P-07:50P 01/20/05-05/05

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

### 150-136 Server Technologies 3.00 CR

- **S353.19** PREREQUISITES: 150-105 Network/Web Concepts, Introduction to and 107-193 IT Essentials

Learn advanced server technology skills to prepare you to support a production server. These skills include server upgrades, fault tolerance, advanced networking, disaster planning and more. Develop a basic technology plan which includes server management and disaster recovery plans. This class will also prepare you to take the CompTIA's Server+ industry certification exam.

#### Racine
- 150-136-3R1A IPVID F 08:05A-12:05P 01/21/05-05/06
  See below for additional course information.*
- 150-136-3RM1 IPVID M 08:00P-10:00P 01/24/05-05/09
  See below for additional course information.*

*Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

#### Elkhorn
- 150-136-3E1A IPVID F 08:05A-12:05P 01/21/05-05/06
  See below for additional course information.*
- 150-136-3EM1 IPVID M 08:00P-10:00P 01/24/05-05/09
  See below for additional course information.*

*Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

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*Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.*
Hands-on experience will be acquired by including configuring switches, implementing intermediate routing, calculating VLSMs, as Action Script, Flash’s programming language. Students will use Flash to create Object Oriented programming to create interactive projects, interactive games, animations, and dynamic websites. Students will use Action Script’s application.your.knowledge.to.complete.a.comprehensive.threaded.case.study.

**Course Delivery Methods key:**

<table>
<thead>
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<th>AC</th>
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### IT — Programming and Web

#### 152-155  Action-Scripting Flash  3.00 CR

$383.19  PREREQUISITES: 152-126 Programming & Database, Introduction to and 152-147 IT Web Graphics - Flash

This advanced course introduces students to the advanced features in Flash such as Action Script, Flash’s programming language. Students will use Flash to create interactive games, animations, and dynamic websites. Students will use action Script’s Object Oriented programming to create interactive projects.

**Off Campus**

| 150-155-3W7A | INET  | TBA  | TBA-TBA | 01/20-05/09 |

Additional fees apply to this class — cost is $383.19. This Internet delivery course requires a computer with access to the Internet, browser software, and an e-mail account. Your instructor will notify you of any additional software requirements for the class. Computers in Gateway’s computer labs are available for student use. Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

### 152-156  Game Engine Development  3.00 CR

$353.19  PREREQUISITES: 152-157 Game Programming I

This course develops a working engine for a computer game. After completing this advanced class, student will be able to develop usable working game engine. Students will learn about rendering graphics, supporting modules, audio interfaces, network interfaces and game engine design. A knowledge of C++ is required to successfully complete this class.

**Kenosha**

| 152-160-3K11 | IPVID  | M  | 05:30P-09:30P | 01/24-05/09 |

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

**Racine**

| 152-160-3RM1 | IPVID  | M  | 07:30P-09:30P | 01/24-05/09 |

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

#### 152-161  Game Programming Technologies  2.00 CR

$235.46  PREREQUISITES: 152-157 Game Programming I

This class examines modern technologies for computer game development. Students will learn how to install development components. In addition, students will learn how to draw game elements.

**Kenosha**

| 152-161-3K11 | IPVID  | M  | 05:30P-07:20P | 01/24-05/09 |

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.

**Racine**

| 152-161-3RM1 | IPVID  | M  | 07:30P-07:20P | 01/24-05/09 |

Based on enrollments, this class may be delivered by a faculty member on a remote campus via live, two-way video.
multimedia will be designed and programmed using action script, which is the built in system. This course provides the student with hands-on exercises configuring IBM i layout, as they relate to interface design and interactive graphics creation. Students page creation. An introduction to client side internet website programming, this course. After completing this course the student will have a in-depth understanding of the IBM i operating system as well as the ability configure hardware and software on the system. This course provides the student with hands-on exercises configuring IBM i software and hardware.

Kenosha
152-149-3K11
Th
05:50P-09:50P
01/20-05/05

3.00 CR

This course is designed to prepare the student for a junior IBM i administrator position. After completing this course the student will have a in-depth understanding of the IBM i operating system as well as the ability configure hardware and software on the system. This course provides the student with hands-on exercises configuring IBM i software and hardware.

Kenosha
152-149-3K11
Th
05:50P-09:50P
01/20-05/05

3.00 CR

This course will teach students basic design principles, such as color theory and layout, as they relate to interface design and interactive graphics creation. Students will use Flash to create graphics, animation, and rollover buttons. Web sites and multimedia will be designed and programmed using action script, which is the built in programming language in Flash.

Off Campus
152-147-3W7A
INET
TBA
TBA-TBA
01/20-05/09

See below for additional course information.*

152-147-3W7B
INET
TBA
TBA-TBA
01/20-05/09

See below for additional course information.*

"Additional fees apply to this class — cost is $255.46. This Internet delivery course requires a computer with access to the Internet, browser software, and an e-mail account. Your instructor will notify you of any additional software requirements for the class. Computers in Gateway’s computer labs are available for student use. Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

152-149
IBM i System Administration
3.00 CR

152-145
Internet Programming
3.00 CR

This course will introduce students to the structures, logic, and controls of programming techniques and database applications. Students will be able to develop a program that will utilize a database.

Kenosha
152-126-3K1A
TTh
12:25P-02:55P
01/20-05/10

152-126-3KMI
BLND
W
05:50P-09:50P
01/19-05/04

4.00 CR

This class will introduce students to the structures, logic, and controls of programming techniques and database applications. Students will be able to develop a program that will utilize a database.

Racine
152-126-3R1A
TTh
12:25P-02:55P
01/20-05/10

152-126-3RM1
BlND
Th
05:00P-08:50P
01/20-05/05

This class will be delivered in a blended format. Two and a half hours will be delivered in a traditional classroom and two and a half hours will be delivered via the Internet. A computer with access to the internet, browser software, and an e-mail account is required for this class. Computers in Gateway’s computer labs are available for student use. Details will be provided on the first day of class.

Elkhorn
152-126-3E1A
TTh
12:25P-02:55P
01/20-05/10

Off Campus
152-126-3W7A
INET
TBA
TBA-TBA
01/20-05/09

Additional fees apply to this class — cost is $510.92. This Internet delivery course requires a computer with access to the Internet, browser software, and an e-mail account. Your instructor will notify you of any additional software requirements for the class. Computers in Gateway’s computer labs are available for student use. Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

152-105
System i Concepts
2.00 CR

152-105
System i Concepts
2.00 CR

PREREQUISITES: 107-011 IT in Business and 107-193 IT Essentials

This course will provide an overview of the i5 Operating System functions and capabilities. Emphasis will be placed upon utilities intrinsic to the operating system and provide a prelude to the programming environment. Some of the features discussed are file structures, library organization, application development tools, control language commands, and structured query. The course will demonstrate business applications without the use of formal programming languages. The labs will focus on data collection, processing, and reporting. At the end of the course, the learner should be able to access the user support facilities, command prompting, online help, and various commands to organize and manipulate the system. It is the intent of the course to make the learner knowledgeable and comfortable enough with the platform and operating system to focus on the programming languages supported by i5/OS Operating System.

Kenosha
152-105-3K11
T
05:50P-08:50P
01/25-05/10

152-133
System i Control Language
2.00 CR

PREREQUISITES: 152-105 System i Concepts

AS/400 Control Language (CL) commands, functions, and applications are used in a hands-on environment.

Kenosha
152-133-3K11
W
05:50P-08:50P
01/19-05/04
152-140 Web Internship 3.00 CR
$377.44 PREREQUISITES: NONE
This course establishes an opportunity for the student to apply training and skills in a business/industrial/academic work environment. The student will spend 144 hours at the worksite and contracts with the employer and the instructor regarding the work agreement and competencies. Classroom hours will include preparation of job portfolio materials and practicing interview techniques.

Off Campus
152-140-3W7A INET,DS TBA TBA-TBA 01/20-05/09
Additional fees apply to this class — cost is $377.44. Prepare for the job seeking process and acquire real work experience in the Information Technology field. Contact Jill Fall at fallj@gtc.edu for more information on this exciting internship opportunity.

152-148 Web Programming Concepts 3.00 CR
$383.19 PREREQUISITES: 150-105 Network/Web Concepts, Introduction to This course teaches students essential Web page development skills. Students will learn to develop websites using HTML, XHTML and CSS. Students will learn how to write code manually as well as use a GUI authoring tool. Students will also learn to insert images, create hyperlinks, and add tables, forms and frames to web pages. Other topics include validating their code, recognizing the importance of marketing, and implementing fundamental design concepts. Students will learn how to control web resources with client-side web scripts. They will also learn how to analyze elements of a website that will add to its functionality from a client-side perspective.

Off Campus
152-148-3W7A INET TBA TBA-TBA 01/20-05/09
See below for additional course information."
152-148-3W7B INET TBA TBA-TBA 01/20-05/09
See below for additional course information."
"Additional fees apply to this class — cost is $383.19. This Internet delivery course requires a computer with access to the Internet, browser software, and an e-mail account. Your instructor will notify you of any additional software requirements for the class. Computers in Gateway's computer labs are available for student use. Information on how to get started will be sent to your Gateway student e-mail account on the first day of school.

Laboratory Assistant
513-110 Lab Skills, Basic 1.00 CR
$143.73 PREREQUISITES: NONE
This course explores health career options and the fundamental principles and procedures performed in the clinical laboratory. You will utilize medical terminology and basic laboratory equipment. You will follow required safety and infection control procedures and perform simple laboratory tests.

Racine
513-110-3R1A M 08:05A-10:05A 01/24-05/09

513-111 Phlebotomy 2.00 CR
$287.46 PREREQUISITES: NONE COREQUISITES: 513-110 Lab Skills, Basic This course provides opportunities for learners to perform routine venipuncture, routine capillary puncture, and special collection procedures.

Racine
513-111-3R1A M 11:20A-12:20P 01/24-05/09

M 12:20P-02:20P 01/24-05/09

104-170 Business Purchasing 3.00 CR
$347.44 PREREQUISITES: NONE
An understanding of industrial purchasing is developed through the study of the basic principles of buying; regulations and laws controlling purchasing; duties and qualifications of the buyer or purchasing agent.

Kenosha
104-170-3K31 AC T 06:00P-09:25P 03/24-05/05

104-110 Corporate Sponsorship Development 2.00 CR
$229.96 PREREQUISITES: NONE
This course will provide students with the necessary information and skills to develop marketable sponsorship proposals. In addition, they will explore both perspectives of sponsorship: the seller (representing an event, team, property or venue) and the buyer (representing a company with a desire to market and promote through a sport or event sponsorship). Students will develop skills necessary to sell their proposals.

Kenosha
104-110-3K31 AC M 06:00P-09:10P 03/21-04/18

104-171 Credit Procedures 3.00 CR
$347.44 PREREQUISITES: NONE
Concepts and instruments necessary to operate a credit system. Credit is an essential function of marketing and the application of new marketing concepts and techniques in the credit system are stressed.

Kenosha
104-171-3R3A AC Th 08:05A-11:05A 01/27-02/14

104-171-3E3A AC Th 08:05A-11:05A 01/25-03/22

104-198 E-Commerce/Marketing on the Internet 3.00 CR
$347.44 PREREQUISITES: 104-101 Marketing Principles
This course provides the student with a basic understanding of the components utilized in this technology. It examines how businesses integrate target marketing, market research, and the marketing mix elements onto the Internet. The student will study both consumer and business-to-business situations affected by the intranet and extranet. Public policy, infrastructures, and payment systems for e-commerce are also analyzed and the individual is required to develop an e-commerce/internet marketing strategy plan.

Kenosha
104-198-3K1A W 09:10A-12:20P 01/19-03/10

104-198-3W7A INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is $347.44. This Internet course requires a computer with access to the Internet, access to the World Wide Web, an e-mail account and Microsoft Word. You will be contacted by the instructor via regular and/or e-mail prior to the first class of the semester with directions on how to access the course. If there are any questions pertaining to the course, please direct them to Meg Hunter at: hunterma@gtc.edu
well as retailing and wholesaling structures. Others in the field of management will be explored. Publications, and Career Exploration for entrepreneurs, small business managers, and others in the field of management will be explored.

**Off Campus**

104-191-3W7A INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is S128.48. The class requires the use of Blackboard which will be available to students a week before the first class session. Students are expected to read the announcements, syllabus, and complete the Getting Started Learning Plan by the end of the first week of class.

104-169 Management/Merchandising 3.00 CR
S353.19 PREREQUISITES: NONE
View of the store buyer or manager as relates to consumer, subordinates, resources and management. Store image, sales records, merchandise planning, market trips, and merchandising math principles are applied.

Kenosha
104-169-3K1A W 12:25P-03:25P 01/19-05/04
Special arrangements will be made with students for course requirements and retail lab assignments. Three lab hours per week are required by the student.

104-134 Marketing Internship 3.00 CR
S347.44 Instructor consent required
PREREQUISITES: NONE
This course provides the student with an opportunity to work in a marketing environment. The student will commit to 12 hours per week with an instructor and job contact. Competencies will vary, depending upon the work site.

Kenosha
104-134-3K1A DS TBA TBA-TBA 01/19-05/10
Racine
104-134-3R1A DS TBA TBA-TBA 01/19-05/10

104-172 Marketing Management 3.00 CR
S347.44 PREREQUISITES: 104-101 Marketing Principles
Decision-making activities involved in marketing functions through projects, simulation and case studies.

Kenosha
104-172-3K1A T 11:20A-02:20P 01/25-05/10
104-172-3K31 AC T 06:00P-09:25P 03/29-05/10
Racine
104-172-3R1A M 08:05A-11:05P 01/24-05/09

104-101 Marketing Principles 3.00 CR
S347.44 PREREQUISITES: NONE
This course helps students understand the scope of marketing and the importance of marketing in our economy. Changes and trends in the consumer goods market of the United States and foreign markets are covered. Consumer behavior is examined as well as retailing and wholesaling structures.

Kenosha
104-101-3K1A M 09:10A-12:10P 01/24-05/09

**Off Campus**

104-101-3W7A INET TBA TBA-TBA 01/19-05/10
See below for additional course information.*

104-101-3W7B INET TBA TBA-TBA 01/19-05/10
See below for additional course information.*

*Additional fees apply to this class — cost is S377.44. This Internet course requires a computer with access to the Internet, access to the World Wide Web, an e-mail account and Microsoft Word. You will be contacted by the instructor via regular and/or e-mail prior to the first class of the semester with directions on how to access the course. If there are any questions pertaining to the course, please direct them to Mike Vernezze at: vernezzem@gtc.edu

104-109 Marketing/Sports and Event Introduction 3.00 CR
S347.44 PREREQUISITES: NONE
This course will provide students with an awareness of the careers available within sport/event marketing industry and enable them to learn the introductory skills necessary to pursue employment in the field. A basic understanding of sports and event marketing followed with exposure to the major components of the industry will be covered. Students will also maintain an awareness of current trends and happenings in the industry.

Kenosha
104-109-3K31 AC M 06:00P-09:25P 01/24-03/07

104-105 Promotion Principles I 3.00 CR
S347.44 PREREQUISITES: NONE
Advertising media and the institutions of advertising agencies, retail advertisers and general advertisers. Advertising media methods as they relate to goals. Creation of media advertising: newspaper, magazine, radio, television, and direct mail. The principles of copy layout, illustration and printing. The concepts of sales promotion, publicity, public relations, and visual merchandising.

Kenosha
104-105-3K1A Th 11:20A-02:20P 01/20-05/05
104-105-3K31 AC Th 06:00P-09:00P 01/20-03/10
Racine
104-105-3R1A MW 11:20A-12:50P 01/19-05/09

104-127 Retailing 3.00 CR
S347.44 PREREQUISITES: NONE
An overview of retailing, trends, consumer and location analysis. Study of the organizational structure through human resources, merchandising, advertising and promotion, control and operations.

Racine
104-127-3R1A T 08:05A-11:05A 01/25-05/10

104-104 Selling Principles 3.00 CR
S347.44 PREREQUISITES: NONE
This course covers retail, business, industrial, and direct selling procedures which involve prospecting, pre-approaching the customer, discovering the customer’s wants and needs, demonstrating the product, answering questions, meeting objections, closing the sale, and suggestion selling.

Kenosha
104-104-3K1A M 12:25P-03:25P 01/24-05/09
104-104-3K2A ST M 12:25P-03:25P 01/24-05/09
Racine
104-104-3R11 T 05:50P-08:50P 01/25-05/10
Elkhorn
104-104-3E3A AC T 10:15A-01:40P 01/25-03/22
### 104-104-3W7A INET  TBA  TBA-TBA  01/19-05/10
Additional fees apply to this class — cost is $377.44. This Internet course requires a computer with access to the Internet, to the World Wide Web, an e-mail account and Microsoft Word. You will be contacted by the instructor via regular and/or e-mail prior to the first class of the semester with directions on how to access the course. If there are any questions pertaining to the course, please direct them to Ed Grzechowski at: grzechowskie@gtc.edu

### 104-104-3W7B  TBA  TBA-TBA  01/19-05/10

### 104-161 Selling Principles/Advanced  **3.00 CR**
$347.44 PREREQUISITES: 104-104 Selling Principles
Student will be made aware of various sales careers and necessary qualifications. Time management, territory planning, motivation, telemarketing, direct marketing and negotiating for the salesperson will be studied. Sales meetings and practical sales demonstrations will be presented by the students.

**Kenosha**
104-161-3K1A  Th  08:05A-11:05A  01/20-05/05
104-161-3K31  AC  T  06:00P-09:25P  01/25-03/22

**Racine**
104-161-3R1A  W  08:05A-11:05A  01/19-05/04

### 104-114 Selling Techniques  **2.00 CR**
$232.96 PREREQUISITES: NONE
Emphasis is placed on selling techniques. This includes the process used to plan, to make sales presentations, to handle sales resistance, to close a sale, and to implement the proper follow-up of the sale.

**Kenosha**
104-114-3K1A  M  12:25P-02:25P  01/24-05/09

### 104-111 Ticket Sales  **1.00 CR**
$118.48 PREREQUISITES: NONE
This course is intended to teach the importance of the sell out mentality for events. The class will cover developing a data base, discounting, creating a variety of ticket packages, targeting groups, developing a sales staff, and retaining season ticket holders through renewals.

**Kenosha**
104-111-3K31  AC  M  06:00P-10:00P  05/02-05/09

### Mechanical Technology

#### 606-126 AutoCAD, Introduction  **2.00 CR**
$241.96 PREREQUISITES: NONE
This course is an introductory course in the latest version of AutoCAD. No prior CAD or drafting experience is necessary. While it would be helpful to have some knowledge of computers, geometry, and design problems, this too is not necessary. This course is designed for students that have had no or very little exposure to CAD. Upon the successful completion of all assigned work in this course, a student should have an understanding of how to create basic geometric shapes and drawings as well as applying dimensions using AutoCAD software. While drawings will be created in this class, drafting is not taught. This course deals strictly with the basic use of AutoCAD software.

**CATI**
606-126-3C11  ST,IPVID  M  06:00P-10:00P  01/24-05/09

**Elkhorn**
606-126-3E21  ST,IPVID  M  06:00P-10:00P  01/24-05/09

### 606-128 CAD - Solidworks  **2.00 CR**
$241.96 PREREQUISITES: NONE
Students use Solidworks software to create solid models of various machine components. They also convert solid parts into conventional 2-D orthographic drawings which include sections, auxiliary views, and dimensions. Students create assembly drawings and configurations of various parts.

**CATI**
606-128-3C61  SP,IPVID  W  06:00P-09:00P  01/19-05/04
606-128-3C6A  SP,IPVID  W  12:25P-03:25P  01/19-05/04

**Elkhorn**
606-128-3E61  SP,IPVID  W  06:00P-09:00P  01/19-05/04
606-128-3E6A  SP,IPVID  W  12:25P-03:25P  01/19-05/04

### 606-127 CAD Intermediate  **2.00 CR**
$241.96 PREREQUISITES: 606-126 AutoCAD, Introduction
In this course, students will use advanced CAD dimensioning concepts and edit and modify various types of entities, such as dimensions, hatch patterns, and text. Use of grips, attributes, and Xrefs, menu customization, and profiles are covered.

**CATI**
606-127-3C1A  ST,IPVID  M  01:30P-04:30P  01/24-05/09

**Elkhorn**
606-127-3E6A  ST,IPVID  M  01:30P-04:30P  01/24-05/09

### 606-129 CAD/Solids Advanced  **2.00 CR**
$241.96 PREREQUISITES: 606-128 CAD - Solidworks
A continuation of the basic solids class that includes assembly drawings, exploded isometric drawings, customization, sheet metal drawings, import/export functions, thin features, and the use of Microsoft Office features to increase productivity.

**CATI**
606-129-3C61  SP,IPVID  W  06:00P-09:00P  01/19-05/04
606-129-3C6A  SP,IPVID  W  12:25P-03:25P  01/19-05/04

**Elkhorn**
606-129-3E61  SP,IPVID  W  06:00P-09:00P  01/19-05/04
606-129-3E6A  SP,IPVID  W  12:25P-03:25P  01/19-05/04

### 606-138 Design Problems  **2.00 CR**
$241.96 Instructor consent required
PREREQUISITES: NONE
Analyze problems, gather data, sketch ideas, do necessary mathematical calculations, and make working drawings of a design project. Judgment and initiative are developed.

**CATI**
606-138-3C11  M  06:00P-10:00P  01/24-05/09
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>606-152</td>
<td>Engineering Graphics w/CAD 1</td>
<td>2.00</td>
<td>Advanced concepts from Engineering Graphics 1 are covered as well as several new topics. Lab assignments are done on a CAD workstation. Topics covered include creating simple and complex assemblies, redesigning existing parts and assemblies, and creating welded assemblies.</td>
</tr>
<tr>
<td>606-153</td>
<td>Engineering Graphics w/CAD 2</td>
<td>2.00</td>
<td>Advanced concepts from Engineering Graphics 1 are covered as well as several new topics. Lab assignments are done on a CAD workstation. Topics covered include creating gear, sprocket, and pulley drawings and cutting data, understanding the nomenclature associated with gear, sprocket, and pulley drawings, locating information about standard parts from tables and charts, creating cam displacement diagrams and profiles, and using vendor catalogs to select parts.</td>
</tr>
<tr>
<td>606-154</td>
<td>Engineering Graphics w/CAD 3</td>
<td>2.00</td>
<td>Advanced concepts from Engineering Graphics 1 are covered as well as several new topics. Lab assignments are done on a CAD workstation. Topics covered include creating gear, sprocket, and pulley drawings and cutting data, understanding the nomenclature associated with gear, sprocket, and pulley drawings, locating information about standard parts from tables and charts, creating cam displacement diagrams and profiles, and using vendor catalogs to select parts.</td>
</tr>
<tr>
<td>606-116</td>
<td>Machine Design/Elements of</td>
<td>3.00</td>
<td>Procedures and consideration in design of simple machine elements such as shafts, bearings, couplings, keys, pins, springs, clutches, and pressure cylinders. Emphasis on neat, orderly procedure and thorough consideration of design specifications.</td>
</tr>
<tr>
<td>606-136</td>
<td>Manufacturing Materials</td>
<td>1.00</td>
<td>Preparing the properties of engineering materials in regards to strength, chemistry, and basic characteristics of both metals and non-metals.</td>
</tr>
<tr>
<td>606-137</td>
<td>Manufacturing Process Applications</td>
<td>2.00</td>
<td>Students spend part of the course in the Machine Shop learning basic lathe, mill, drill press, and grinder operations as well as layout. Part of the course is taught in the welding lab where students learn the operations of gas and arc welding.</td>
</tr>
<tr>
<td>606-119</td>
<td>Machine Design/Elements of</td>
<td>3.00</td>
<td>This course provides a practical approach to motor control of various machines for non-electrical or electronic technicians. It discusses electrical and mechanical components and how they are connected together to control different types of motors. Many different types of control circuits are discussed.</td>
</tr>
</tbody>
</table>

*Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor*
Course Delivery Methods key: see pages 6–7

INET — Internet Study  BLND — Blended  ST — Stacked Class
AC — Accelerated  SP — Self-Paced Labs  IPVID — IP Video and NODAL
OPEN — Open Entry

606-151 Statics  3.00 CR
$362.94 PREREQUISITES: 804-114 College Technical Math 1B
Study of forces in equilibrium; types of forces, couples, vectors and scalar
quantities, force systems, friction, centroids, centers of gravity, moments of
inertia of areas.

CATI
606-151-3C21 ST,IPVID T 06:00P-10:00P 01/25-05/10
606-151-3C2A ST,IPVID MW 11:20A-01:20P 01/19-05/09

Elkhorn
606-151-3E21 ST,IPVID T 06:00P-10:00P 01/25-05/09
This class is taught using the NODAL system by an instructor on a
remote campus.
606-151-3E2A ST,IPVID MW 11:20A-01:20P 01/19-05/09
This class is taught using the NODAL system by an instructor on a
remote campus.

Medical Terminology

501-107 Computing for Healthcare, Introduction  2.00 CR
$232.96 Program Counselor consent required
PREREQUISITES: NONE
This course provides an introduction to basic computer functions and applications
utilized in contemporary healthcare settings. Students are introduced to the hardware
and software components of modern computer systems and the application of
computers in the workplace. The course emphasizes the use of common software
packages, operating systems, file management, word processing, spreadsheet,
database, internet, and electronic mail.

Racine
501-107-3RM1 BLND T 05:25P-07:25P 01/25-03/08
T 07:35P-09:45P 01/25-03/08
Must meet course Pre/Co Requisite. Note course is blended and
faculty teaching course will communicate times in which students
will be in physical classroom “blended” computer time in syllabus.
501-107-3RM2 BLND W 05:25P-07:25P 01/19-03/09
W 07:35P-09:45P 01/19-03/09
See below for additional course information.*
501-107-3RMA BLND M 08:05A-10:05A 01/24-03/07
M 10:15A-12:15P 01/24-03/07
501-107-3RMB BLND Th 03:25P-04:25P 01/20-03/10
Th 04:35P-06:35P 01/20-03/10
See below for additional course information.*
*Must meet course Pre/Co Requisite. Note course is blended and faculty teaching
course will communicate times in which students will be in physical classroom
“blended” computer time in syllabus.

Elkhorn
501-107-3EMB BLND T 08:05A-10:05A 01/25-03/08
T 09:05A-10:05A 01/25-03/08
This course is blended. Additional online work is required.

501-101 Medical Terminology  3.00 CR
$347.44 PREREQUISITES: 838-105 Reading & Study Skills, Intro
This course focuses on the component parts of medical terms: prefixes, suffixes, and
word roots. Students practice formation, analysis, and reconstruction of terms, with an
emphasis on spelling, definition, and pronunciation. They are introduced to operative,
diagnostic, therapeutic, and symptomatic terminology of all body systems, as well as
systemic and surgical terminology.

501-101-3R1A BLND T 08:05A-10:05A 01/24-03/09
M 10:15A-12:15P 01/24-03/09
This class is blended. Students must know how to use Blackboard.

Racine
501-101-3R11 M 05:50P-08:50P 01/24-05/09
501-101-3R1A TTh 08:05A-10:05A 01/24-05/09
501-101-3R3A AC WTh 11:50A-01:50P 01/19-03/11
501-101-3RMA BLND WTh 12:25P-02:25P 01/19-03/10
Counselor Permission. Must meet course prerequisite. For students
in HUC program courses 510-301, 510-302, 510-303. After
those students placed as necessary in this section, other students
requiring this course could be placed here.

Elkhorn
501-101-3EMA BLND W 10:15A-12:15P 01/19-05/04
This class is blended. Students must know how to use Blackboard.

Burlington
501-101-3BMA T 11:20A-02:20P 01/25-05/10
This class is blended. Students must know how to use Blackboard.

Off Campus
501-101-3W7A INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is $377.44
501-101-3W7B INET TBA TBA-TBA 01/19-05/06
Additional fees apply to this class — cost is $377.44
501-101-3W7C INET TBA TBA-TBA 01/19-05/06
Additional fees apply to this class — cost is $377.44
501-101-3W7D INET TBA TBA-TBA 01/19-05/06
Additional fees apply to this class — cost is $377.44
501-101-3W7E INET TBA TBA-TBA 01/19-05/06
Additional fees apply to this class — cost is $377.44

501-104 Principles of Customer Service in Healthcare  2.00 CR
$232.96 Program Counselor consent required
PREREQUISITES: BS1-760 Pre-Technical Writing
COREQUISITES: 501-107 Computing for Healthcare, Introduction
This course is designed as an introduction to customer service for learners interested
in working in various healthcare settings. The learner investigates healthcare
systems, safety standards, and the workforce. The learner examines professionalism,
interpersonal and written communication skills, and confidentiality as they relate to
customer service in healthcare.

Racine
501-104-3RM1 BLND T 06:35P-08:35P 01/24-05/10
T 08:35P-10:35A 01/24-05/10
See below for additional course information.*
*Counselor permission. Must meet Pre/Co course requisites. Note course is blended and
faculty teaching course will communicate times in which students will be in physical classroom “blended” computer time in syllabus.

Elkhorn
501-104-3EMB BLND T 08:05A-10:05A 01/25-03/08
T 09:05A-10:05A 01/25-03/08
This course is blended. Additional online work is required.
Nursing

### 543-117 Contemporary Diabetes Care 4.00 CR

**S536.92**  
**PREREQUISITES:** NONE  
This course provides an overview of contemporary diabetes care. It is designed to increase the competency of care provided to individuals and groups affected by diabetes at multiple points of access in the health care system. The target audience is Registered Nurses, Advanced Practice Nurses, other interested health care providers, advanced health career students or other professionals that have frequent interaction with individuals and groups affected by diabetes. The course presents basic elements that are essential to diabetes care as well as the evolving research necessary to meet best practice standards. Learners will explore the epidemiology, pathophysiology, pharmacology, and lifestyle behavior changes related to diabetes care. Concepts of theory and research will be examined by the learner to develop a culturally competent plan of care for individuals and groups in a variety of settings. The learner must have the ability to access and navigate the Internet as well as knowledge of common office software. Before the course begins the learner is to be responsible for and capable of using the college’s online learning system by completing the tutorials available on the college website.

### 543-104 Nsg: Intro Clinical Practice 2.00 CR

**S248.46**  
Program Counselor consent required  
**PREREQUISITES:** NONE  
This introductory clinical course emphasizes basic nursing skills and application of the nursing process in meeting the needs of diverse clients. Emphasis is placed on performing basic nursing skills, the formulation of nurse-client relationships, communication, data collection, documentation, and medication administration.

### 543-115 Nursing Advanced Clinical Practice 3.00 CR

**S372.69**  
**PREREQUISITES:** NONE  
**COREQUISITES:** 543-113 Nursing Complex Health Alterations II  
This advanced clinical course requires the student to integrate concepts from all previous courses in the management of groups of clients facing complex health alterations. Students will have the opportunity to further develop critical thinking skills using the nursing process in making clinical decisions. Continuity of care through interdisciplinary collaboration is emphasized.

### 543-112 Nursing Advanced Skills 1.00 CR

**S124.23**  
**PREREQUISITES:** 543-105 Nursing Health Alterations and 543-106 Nursing Health Promotion and 543-107 Nursing: Clinical Care Across the Life Span and 543-108 Nursing: Introduction to Clinical Care  
**COREQUISITES:** 506-179 Anatomy and Physiology, Advanced  
This course focuses on the development of advanced clinical skills. Content includes advanced IV skills, blood product administration, chest tube systems, basic EKG interpretation, and nasogastric/feeding tube insertion.

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Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
Course Delivery Methods key:

- INET — Internet Study
- BLND — Blended
- ITV — Interactive TV
- SP — Self-Paced Labs
- NODAL
- AC — Accelerated
- ST — Stacked Class
- OPEN — Open Entry
- see pages 6-7

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**Kenosha**

543-112-3K11

M 05:50P-07:50P 01/24-05/09

Students will need to use their Gateway e-mail account when e-mailing the instructor during this course. Students will need access to a computer and the internet. See the Nursing page on the Gateway website for further course information. There is no class on 3/14 & 4/25.

543-112-3K1A

M 09:10A-11:10A 01/24-05/09

Students will need to use their Gateway e-mail account when e-mailing the instructor during this course. Students will need access to a computer and the internet. See the Nursing page on the Gateway website for further course information. There is no class on 3/14 & 4/25.

543-112-3K1B

M 11:20A-01:20P 01/24-05/09

Students will need to use their Gateway e-mail account when e-mailing the instructor during this course. Students will need access to a computer and the internet. See the Nursing page on the Gateway website for further course information. There is no class on 3/14 & 4/25.

543-112-3K1C

Th 09:10A-11:10A 01/20-05/05

Students will need to use their Gateway e-mail account when e-mailing the instructor during this course. Students will need access to a computer and the internet. See the Nursing page on the Gateway website for further course information. There is no class on 3/17.

Burlington

543-113

There is no class on 3/16.

543-114

There is no class on 3/16.

543-115

There is no class on 3/16.

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**543-109 Nursing Complex Health Alterations I** 3.00 CR

$372.69 PREREQUISITES: 543-105 Nursing Health Alterations and 543-106 Nursing Health Promotion and 543-110 Nursing: Clinical Care Across the Life Span and 543-108 Nursing: Introduction to Clinical Care

**COREQUISITES:** 806-197 Microbiology

Complex Health Alterations I prepares the learner to expand knowledge from previous courses in caring for clients with alterations in musculoskeletal, cardiovascular, respiratory, endocrine, and hematologic systems, as well as clients with fluid/electrolyte and acid-base imbalances and alterations in comfort.

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**543-110 Nursing Complex Health Alterations II** 3.00 CR

Complex Health Alterations II prepares the learner to expand knowledge and skills from previous courses in caring for clients with alterations in the immune, neuro-sensory, musculoskeletal, gastrointestinal, hepatobiliary, renal/urinary, and reproductive systems. The learner will also focus on management of care for clients with high risk perinatal conditions, high risk newborns, and the ill child. Synthesis and application of previously learned concepts will be evident in the management of clients with critical/life threatening situations.

Kenosha
543-113-3K1A W 09:00A-01:00P 01/19-04/13
543-113-3K1B W 09:00A-01:00P 01/19-04/13
543-113-3KMA BLND TBA TBA-TBA 01/19-04/13

This is a blended class. Students will meet from 11:25 am - 1:25 pm on Wednesday 9 weeks out of the 12 week semester. The first meeting will be January 19 with the other Wednesdays scheduled according to the test schedule. Please note that hours may be subject to change and may be less than 9 out of the 12 weeks.

Burlington
543-113-3B1A TW 01:30P-03:30P 01/19-04/13

There is no class on 3/01, 3/15 & 3/16.

543-101 Nursing Fundamentals 2.00 CR
S232.96 Program Counselor consent required
PREREQUISITES: 806-177 General Anatomy and Physiology
This course focuses on basic nursing concepts that the beginning nurse will need to provide care to diverse patient populations. Current and historical issues impacting nursing will be explored within the scope of nursing practice. The nursing process will be introduced as a framework for organizing the care of patients with alterations in cognition, elimination, comfort, grief/loss, mobility, integument, and fluid/electrolyte balance.

Kenosha
543-101-3K1A T 09:10A-11:10A 01/25-05/10
See below for additional course information.*
543-101-3K1B T 12:25P-02:25P 01/25-05/10
See below for additional course information.*
543-101-3K1C T 01:30P-03:30P 01/25-05/10
See below for additional course information.*
543-101-3KMA BLND F 08:05A-10:05A 01/21-05/06
This is a blended class. There is no class on 3/18. See below for additional course information.*

*Students will be required to attend a mandatory orientation meeting. See the Nursing page @ www.gtc.edu/nursing on the GTC website for further course and orientation information. Students will need access to a computer and the internet. There is no class on 3/01 & 3/15.

Burlington
543-101-3B1A T 09:10A-11:10A 01/25-05/10

There is no class on 3/01 & 3/15.

543-105 Nursing Health Alterations 3.00 CR
This course elaborates upon the basic concepts of health and illness as presented in Nursing Fundamentals. It applies theories of nursing in the care of clients through the lifespan, utilizing problem solving and critical thinking. This course will provide an opportunity to study conditions affecting different body systems and apply therapeutic nursing interventions. It will also introduce concepts of leadership, team building, and scope of practice.

Kenosha
543-105-3K1A M 09:10A-11:10A 01/24-05/09
M 11:10A-01:10P 01/24-05/09
See below for additional course information.*
543-105-3K1B M 12:25P-02:25P 01/24-05/09
M 02:25P-04:25P 01/24-05/09
See below for additional course information.*
543-105-3K1C M 02:35P-04:35P 01/24-05/09
M 04:35P-06:35P 01/24-05/09
See below for additional course information.*
543-105-3KMA BLND M 01:30P-03:30P 01/24-05/02
TBA TBA-TBA 01/24-05/02
This Blended class starts on 1/24/11 at the Kenosha campus and meets every other week until 5/02/11. Students will need access to a computer and the internet.

*Students will need access to a computer and the internet. There are no classes on 3/14 or 4/25.

Burlington
543-105-3B1A M 08:05A-12:05P 01/24-05/09

There is no class on 3/14 & 4/25.

543-106 Nursing Health Promotion 3.00 CR
This course will cover topics related to health promotion in the context of the family. We will cover nursing care of the developing family, which includes reproductive issues, pregnancy, labor and delivery, post-partum, the newborn, and the child. Recognizing the spectrum of healthy families, we will discern patterns associated with adaptive and maladaptive behaviors, applying mental health principles. An emphasis is placed on teaching and supporting healthy lifestyle choices. Nutrition, exercise, stress management, empowerment, and risk reduction practices are highlighted. Study of the family will cover dynamics, functions, discipline styles, and stages of development.

Kenosha
543-106-3K1A M 09:10A-12:10P 01/24-05/09
Students will need access to a computer and the internet. There is no class on 3/14 & 4/25.
543-106-3K1B M 11:20A-02:20P 01/24-05/09
See below for additional course information.*
543-106-3K1C M 02:35P-05:35P 01/24-05/09
See below for additional course information.*
543-106-3KMA BLND M 02:30P-05:30P 01/31-05/09
This Blended class starts on 1/31/11 at the Kenosha campus and meets every other week until 5/09/11. See below for additional course information.*

*Students will need access to a computer and the internet. There is no class on 3/14 & 4/25.

Burlington
543-106-3B1A T 02:25P-05:25P 01/25-05/10

There is no class on 3/01 & 3/15.

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
This intermediate level clinical course develops the RN role when working with clients with complex health care needs. A focus of the course is developing skills needed for experience in adapting nursing practice to meet the needs of clients with diverse needs and backgrounds.

**Kenosha**

543-111-3K1A
- **TW**: 07:00A-11:30A 01/25-03/09
- 12:00P-03:00P 01/25-03/09
- 01:30P-05:00P 03/22-04/12
- 05:30P-08:30P 03/22-04/12

See below for additional course information.*

543-111-3K1B
- **TW**: 07:00A-11:00A 01/25-03/09
- 11:30A-02:30P 01/25-03/09
- 12:30P-04:30P 04/13-05/04
- 05:00P-07:30P 04/13-05/04

See below for additional course information.*

543-111-3K1C
- **TW**: 07:00A-11:00A 01/25-03/09
- 11:30A-02:30P 01/25-03/09
- 12:30P-04:30P 03/22-04/12
- 05:00P-07:30P 03/22-04/12

See below for additional course information.*

543-111-3K1D
- **TW**: 03:30P-05:30P 03/22-04/12
- 06:00P-11:00P 03/22-04/12
- 01:30P-05:00P 02/16-03/09
- 05:30P-08:30P 02/16-03/09

See below for additional course information.*

543-111-3K1E
- **TW**: 07:00A-11:00A 03/22-05/04
- 11:30A-02:30P 03/22-05/04
- 12:30P-04:30P 01/25-02/15
- 05:00P-07:30P 01/25-02/15

See below for additional course information.*

543-111-3K1F
- **TW**: 07:00A-11:00A 03/22-05/04
- 11:30A-02:30P 03/22-05/04
- 01:30P-05:00P 01/25-02/15
- 05:30P-08:30P 01/25-02/15

See below for additional course information.*

*Orientation for all sections of 510-111 will take place on Wednesday, 1/19/11. Location, time and additional course information will be on the Nursing page of the Gateway website. Students will need to use their Gateway e-mail account when e-mailing the instructor during this course. Students will need access to a computer and the internet. There is no class on 3/01.

**Burlington**

543-111-3B1A
- **M**: 07:00A-04:30P 01/24-05/09

There is no class on 3/14 & 4/25.

543-111-3B1B
- **M**: 07:00A-04:30P 01/24-05/09

There is no class on 3/14 & 4/25.

543-111-3B1C
- **T**: 07:00A-04:30P 01/25-05/10

There is no class on 3/01 & 3/15.

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**S372.69 PREREQUISITES:** NONE

**COREQUISITES:** 543-109 Nursing Complex Health Alterations I and 543-110 Nursing Mental Health Community Concepts and 543-112 Nursing Advanced Skills

This intermediate level clinical course develops the RN role when working with clients with complex health care needs. A focus of the course is developing skills needed for managing multiple clients and priorities. Using the nursing process, students will gain experience in adapting nursing practice to meet the needs of clients with diverse needs and backgrounds.

**Kenosha**

543-114-3K1A
- **Th**: 09:10A-12:10P 01/20-04/14

543-114-3K1B
- **Th**: 03:40P-06:40P 01/20-04/14

543-114-3KMA
- **BLND**: TBA TBA-TBA 01/19-04/15

This is a blended class.

**Burlington**

543-114-3B1A
- **W**: 09:10A-12:10P 01/19-04/06

There is no class on 3/16.

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**S330.96 PREREQUISITES:** 543-109 Nursing Complex Health Alterations I and 543-110 Nursing Mental Health Community Concepts and 543-111 Nursing Intermediate Clinical Practice and 543-112 Nursing Advanced Skills and 806-140 Microbiology and 806-179 Anatomy and Physiology, Advanced

This course covers nursing management and professional issues related to the role of the RN. Emphasis is placed on preparing for the RN practice.

**Kenosha**

543-110-3K1A
- **Th**: 09:10A-11:10A 01/20-05/05

See below for additional course information.*

543-110-3K1B
- **Th**: 11:20A-01:20P 01/20-05/05

See below for additional course information.*

543-110-3K1C
- **Th**: 03:40P-05:40P 01/20-05/05

543-110-3KMA
- **BLND**: TBA TBA-TBA 01/19-05/10

This is a blended class. Exams will be on Fridays. Midterm and final exam will be proctored. Students will need access to a computer and the internet. See the Nursing page on the Gateway website for further course information. There is no class on 3/17.

*Exams will be on Bb outside of class. Students will need access to a computer and the internet. See the Nursing page on the Gateway website for further course information. There is no class on 3/17.

**Burlington**

543-110-3B1A
- **F**: 08:05A-10:05A 01/21-05/06

There is no class on 3/18 & 4/22.

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**S232.96 Program Counselor consent required**

**PREREQUISITES:** NONE

This course introduces the principles of pharmacology, including drug classification and their effects on the body. Emphasis is on the use of the components of the nursing process when administering medication.

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**543-103 Nursing Pharmacology 2.00 CR**

543-103
- **Burlington**: 01/19-05/06

There is no class on 3/18 & 4/22.
This course focuses on development of clinical skills and physical assessment across the lifespan. It also provides an introduction to concepts of teaching and learning. Extending care to include the family is emphasized.

**COREQUISITES:** 543-106 Nursing Health Promotion

**PREREQUISITES:** 543-102 Nursing Skills

There is no class on 3/01, 3/14, 3/15 & 4/25. See below for additional course information.

There is no class on 3/16, 3/17 & 4/25. See below for additional course information.

There is no class on 3/18 & 4/22. See below for additional course information.

There is no class on 3/19 & 4/23. See below for additional course information.

Students will be required to attend a mandatory orientation meeting. See the Nursing page @ www.gtc.edu/nursing on the GTC website for further course and orientation information. Students will need access to a computer and the internet.

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### Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
S43-108  Nursing: Introduction to Clinical Care Management  2.00 CR

S248.46  PREREQUISITES: NONE
          COREQUISITES: 543-105 Nursing Health Alterations

This clinical experience applies nursing concepts and therapeutic nursing interventions to groups of clients. It also provides an introduction to leadership, management, and team building.

Kenosha
S43-108-3K1A  TW  07:15A-03:15P  03/29-05/04
Students will need access to a computer and the internet.
S43-108-3K1B  TW  02:00P-10:00P  03/29-05/04
Students will need access to a computer and the internet.
S43-108-3K1C  Th  07:00A-01:30P  03/10-03/10
Students will need access to a computer and the internet.
Th  07:00A-07:30P  03/10-03/10

S43-108-3K1D  WTh  07:15A-03:15P  03/30-05/05
Students will need access to a computer and the internet.
S43-108-3K1E  TW  07:15A-03:15P  01/25-03/08
Students will need access to a computer and the internet. There is no class on 3/01.
S43-108-3K1F  WTh  07:15A-03:15P  01/26-03/03
Students will need access to a computer and the internet.
S43-108-3K1G  Th  07:00A-07:30P  01/20-03/03
Th  07:00A-01:00P  03/10-03/10
Students will need access to a computer and the internet. On 3/10/11 meets only from 7:00 am - 1:00 pm.
S43-108-3K1H  TW  02:00P-10:00P  01/25-03/08
Students will need access to a computer and the internet. There is no class on 3/01.

Burlington
S43-108-3B1A  M  01:30P-08:00P  01/24-05/09
There is no class on 3/14 & 4/25.
S43-108-3B1B  TW  07:00A-02:00P  01/19-03/09
There is no class on 3/01.
S43-108-3B1C  TW  07:00A-02:00P  03/22-05/10

Nursing and Nursing Related

S510-105  LPN Refresher I - Theory/Lab  3.00 CR

S392.19  PREREQUISITES: NONE

This course is designed to meet Wisconsin State Board of Nursing requirements to be licensed as an LPN and re-enter the work force. The student will learn current theoretical nursing practices. Topics included in the course are: trends, responsibilities and scope of practice, the nursing process, documentation, medication and pharmacy updates, infection control, supervision/ delegation, nursing care specific to the aging population, and communication skills.

Burlington
S510-105-3BMA  BLND  TBA  TBA-TBA  01/19-05/10
This is a blended class. The lecture is on-line and the lab is in the skills lab. The first class will meet on Wednesday, 1/19/11 in the Burlington Skills Lab from 2 - 4 pm.

S510-106  LPN Refresher II - Clinical  1.00 CR

S130.73  PREREQUISITES: NONE

The clinical experience builds upon the theory and practicum reviewed in LPN Refresher I - Theory/Lab. This experience is determined by the student's preference and site availability and may be performed in a hospital or long term/sub-acute facility. It is highly recommended that the majority of the hours be spent in a long term care facility. The course consists of 70 or more hours of directly supervised or precepted clinical experience. As the experience progresses, so does the independence of the student.

Burlington
S510-106-3B1A  TBA  TBA-TBA  01/19-05/10

S510-152  NSG: Applied Pediatric Concepts  1.00 CR

S118.48  PREREQUISITES: 809-188 Psychology, Developmental and 543-106 Nursing Health Promotion

This one credit seminar format course prepares the learner to expand knowledge from previous courses to the nursing care of children. Students will actively apply nursing concepts while focusing on issues of communication, intervention, development and current thematic issues in the care of children.

Kenosha
S510-152-3K11  T  04:45P-06:45P  02/01-04/05
Students will need access to a computer and the internet. There is no class on 3/01 & 3/15.

S510-151  NSG: Endocrine & Electrolytes Disorders  1.00 CR

S118.48  PREREQUISITES: 543-105 Nursing Health Alterations and 543-106 Nursing Health Promotion and 543-107 Nursing: Clinical Care Across the and 543-108 Nursing: Introduction to Clinical Care

This course is designed to enhance the learning of nursing students in planning care for the client with disorders of the endocrine system, fluids, electrolytes, and acid-base balance.

Kenosha
S510-151-3K1A  F  09:30A-12:00P  01/21-02/25
Students will need to use their Gateway e-mail accounts when contacting their instructor. Students will need access to a computer and the internet. See the Nursing page on the Gateway website for further information.

S510-104  Nursing Curriculum Transition  5.00 CR

S653.65  Instructor consent required
PREREQUISITES: NONE

This course meets the needs of students in the “old” curriculum as they transition from the second semester to the third semester of the state aligned curriculum. The course addresses competencies from health promotion, health alterations, and the community content from third semester. Students who have completed second semester precepted clinical experience. As the experience progresses, so does the independence of the student.

Racine
S510-104-3RMB  BLND  T  12:25P-02:25P  01/25-03/08
T  02:35P-06:25P  01/25-03/08
Counselor Permission. Must meet course prerequisite. For students in HUC program courses 510-301, 510-302, 510-303. After those students placed as necessary in this section, other students requiring this course could be placed here.

S510-154  Pathophysiology for Health Professions  3.00 CR

S347.44  PREREQUISITES: B06-177 General Anatomy and Physiology

This course prepares the learner to expand and reinforce knowledge as it relates to pathology across the lifespan. The course is designed to support the health care
provider in understanding from a cellular level how functional and physiologic changes occur as a result of a disease. A comprehensive understanding of anatomy and physiology is addressed and promoted. Physiologic alterations of focus will include: Neoplasms. Congenital and genetic disorders. Diseases related to the child, adult and elderly. Neurologic, cardiovascular, respiratory, digestive, genitourinary, endocrine, musculoskeletal, skin and reproductive disorders. Special emphasis is placed on promoting a climate where the learner is expected to synthesize and apply previous learned concepts to physiologic adaptations because of a defined pathology.

Kenosha
510-154-3K11  W  04:45P-07:45P  01/19-05/04
There is no class on 3/16.

Burlington
510-154-3B1A  Th  08:05A-11:05A  01/20-05/05
There is no class on 3/17.

510-107  RN Refresher I - Theory/Lab  3.00 CR

S392.19  PREREQUISITES: NONE
This course is designed to update the RN on theoretical components of nursing practice and to meet Wisconsin State Board of Nursing requirements as an RN ready to enter the workforce. Topics included in the course are: ethics, legal issues, trends, professional issues, the nursing process, documentation, physical and nutritional assessment, medication and intravenous fluid therapy, leadership, and communication skills.

Kenosha
510-107-3KMA  BLND  TBA  TBA-TBA  01/19-05/04
This is a blended class. Theory component is entirely online followed by required on campus nursing skills laboratory review, which can be done on either campus. Students will need frequent access to a computer and the internet. The first class will meet on Wednesday, 1/19/11 at the Kenosha campus in the Nursing Skills Lab from 2 - 4 pm.

510-108  RN Refresher II - Clinical  2.00 CR

S261.46  PREREQUISITES: NONE
This clinical experience builds upon the theory and practice reviewed in RN Refresher I - Theory/Lab. This experience is determined by the student's preference and site availability and may be performed in a hospital, clinic, or long term/sub-acute facility. The course consists of 100 or more hours of directly supervised or precepted clinical experience. As the experience progresses, so does the independence of the student.

Kenosha
510-108-3K1A  TBA  TBA-TBA  01/19-05/10
Approximately 100 clinical hours working with an RN Preceptor. Clinical days, times and sites are based on individual student requests and learning needs. The clinical facility and patient care environment is determined with consideration of the student's plan for re-entering the nursing workforce. Students will need access to a computer and the internet. The first class will meet on Wednesday, 1/19/11 in the Kenosha Skills Lab from 2 - 4 pm.

510-805  TEAS TEST

$20.00  PREREQUISITES: 806-177 General Anatomy and Physiology
The Test of Essential Academic Skills (TEAS) measures basic essential skills in the academic content area domains of Reading, Mathematics, Science, and English and Language Usage. Passing the TEAS test is required in order to submit a petition to enter the Nursing Program Technical Studies (543-XXX) courses. A score of at least fifty percent (50%) on each component (Reading, Math, Science and English) of the TEAS is considered a passing score.

Kenosha
510-805-3K11  M  05:00P-09:00P  01/03-01/03
510-805-3K12  M  05:00P-09:00P  03/07-03/07
510-805-3K13  M  05:00P-09:00P  04/04-04/04
510-805-3K14  M  05:00P-09:00P  05/02-05/02
510-805-3K1A  M  08:00A-12:00P  01/03-01/03
510-805-3K1B  M  01:00P-05:00P  01/03-01/03
510-805-3K1C  T  08:00A-12:00P  01/04-01/04
510-805-3K1D  T  01:00P-05:00P  01/04-01/04
510-805-3K1E  W  08:00A-12:00P  01/05-01/05
510-805-3K1F  W  01:00P-05:00P  01/05-01/05
510-805-3K1G  Th  08:00A-12:00P  01/06-01/06
510-805-3K1H  Th  01:00P-05:00P  01/06-01/06
510-805-3K1I  M  08:00A-12:00P  03/07-03/07
510-805-3K1J  M  01:00P-05:00P  03/07-03/07
510-805-3K1K  T  08:00A-12:00P  03/08-03/08
510-805-3K1L  T  01:00P-05:00P  03/08-03/08
510-805-3K1M  W  08:00A-12:00P  03/09-03/09
510-805-3K1N  W  01:00P-05:00P  03/09-03/09
510-805-3K1O  Th  08:00A-12:00P  03/10-03/10
510-805-3K1P  Th  01:00P-05:00P  03/10-03/10
510-805-3K1Q  M  08:00A-12:00P  04/04-04/04
510-805-3K1R  M  01:00P-05:00P  04/04-04/04
510-805-3K1S  M  08:00A-12:00P  05/02-05/02
510-805-3K1T  M  01:00P-05:00P  05/02-05/02

Burlington
510-805-3B1A  M  08:00A-12:00P  03/07-03/07
510-805-3B1B  M  01:00P-05:00P  03/07-03/07
510-805-3B1C  M  08:00A-12:00P  04/04-04/04
510-805-3B1D  W  08:00A-12:00P  04/04-04/04
510-805-3B1E  W  01:00P-05:00P  04/04-04/04
510-805-3B1F  Th  08:00A-12:00P  04/04-04/04
510-805-3B1G  Th  01:00P-05:00P  04/04-04/04
510-805-3B1H  M  01:00P-05:00P  05/03-05/03
510-805-3B1I  M  08:00A-12:00P  05/03-05/03
510-805-3B1J  T  08:00A-12:00P  05/03-05/03
510-805-3B1K  W  01:00P-05:00P  05/03-05/03
510-805-3B1L  W  08:00A-12:00P  05/03-05/03
510-805-3B1M  Th  01:00P-05:00P  05/03-05/03
510-805-3B1N  Th  08:00A-12:00P  05/03-05/03

Pharmacy

536-134  Managing Pharmacy Benefits  3.00 CR

S347.44  PREREQUISITES: 536-112 Pharmaceutical Business Applications and 536-120 Fundamentals of Reading Prescriptions  COREQUISITES: 536-110 Pharmacy Calculations
This course prepares the learner to utilize terminology pertinent to third party reimbursements in the field of pharmacy, analyze the various popular formulary systems, calculate the selling price for a prescription based on the Average Wholesale Price (AWP) and the formula required by the Pharmacy Benefits Manager, analyze the role of the Pharmacy Benefits Manager in the health care system, and summarize medical coverage provided by government agencies.

Elkhorn
536-134-3E1A  W  05:30P-08:30P  01/19-05/04
536-110 Pharmacy Calculations 3.00 CR

$347.44 PREREQUISITES: 501-101 Medical Terminology and 536-120 Fundamentals of Reading Prescriptions

COREQUISITES: 536-134 Managing Pharmacy Benefits

Prepares the learner to convert weights and volumes between the avoirdupois, the apothecary, and the metric systems of measurement; unitize ratios & proportions; reduce and enlarge pharmaceutical formulas; calculate medication quantities from percent w/w, w/v, v/v, ppm, and ratio concentrations; perform dilution calculations; convert temperatures between the Fahrenheit and Celsius scales; convert military and standard time; and calculate individualized patient doses based on body surface area, age, and/or weight of the patient.

Elkhorn
536-110-3E1A M 05:30P-08:30P 01/24-05/09

524-147 PTA Clinical Practice 1 2.00 CR

$241.96 PREREQUISITES: NONE

COREQUISITES: 524-141 PTA Kinesiology 2 and 524-143 PTA Therapeutic Modalities

This course provides a part-time clinical experience to apply foundational elements, knowledge, and technical skills pertinent to physical therapy practice. It is the equivalent of 524-147 at other WTCS schools.

Kenosha
524-147-3K1A W 08:00A-11:15A 01/19-01/26
M 08:00A-11:15A 01/24-01/24
M 08:00A-12:00P 04/18-04/18
W 08:00A-12:00P 04/20-04/20
MWF 08:00A-12:00P 01/31-04/08

524-151 PTA Clinical Practice 3 5.00 CR

$576.40 PREREQUISITES: 524-144 PTA Principles of Neuromuscular and 524-145 PTA Musculoskeletal Rehabilitation and 524-146 PTA Management of Cardiopulmonary and and 524-148 PTA Clinical Practice 2

This course provides a full-time clinical experience to apply foundational elements, knowledge, and technical skills required of the entry level physical therapist assistant in various practice settings.

Kenosha
524-151-3K1A M 01:00P-05:00P 02/21-02/21
Th 10:00A-12:00P 02/24-02/24
MTWThF 08:00A-04:30P 02/28-04/29

2/21 is required pre-clinical meeting, one time only

524-141 PTA Kinesiology 2 4.00 CR

$483.92 PREREQUISITES: 524-138 PTA Kinesiology 1

This course applies basic principles from PTA Kinesiology 1 to the axial skeleton and upper quadrant, including location and identification of muscles, joints, and other landmarks. Students assess range of motion and strength of the axial skeleton and upper quadrant and integrate analysis of posture and gait. This course is equivalent to 524-141 at other WTCS schools.

Kenosha
524-141-3K1A  T 10:15A-12:20P 01/25-05/10
M 03:40P-05:45P 01/24-05/09
Th 02:35P-04:40P 01/20-05/05
524-141-3K1B  T 10:15A-12:20P 01/25-05/10
M 03:40P-05:45P 01/24-05/09
T 04:45P-06:50P 01/25-05/10

Physical Therapy Assistant

524-145 PTA Musculoskeletal Rehabilitation 4.00 CR

$483.92 PREREQUISITES: 524-139 PTA Patient Interventions

COREQUISITES: 524-141 PTA Kinesiology 2 and 524-142 PTA Therapeutic Exercise

This course integrates concepts of musculoskeletal pathologies, physical therapy interventions, and data collection in patient treatment. It is equivalent to 524-145 at other WTCS schools.

Kenosha
524-145-3K1A Th 10:15A-12:20P 01/20-05/05
Th 12:25P-02:30P 01/20-05/05
M 01:30P-03:35P 01/24-05/09
524-145-3K1B Th 10:15A-12:20P 01/20-05/05
Th 12:25P-02:30P 01/20-05/05
T 08:05A-10:10A 01/25-05/10

524-150 PTA Professional Issues 2 2.00 CR

$232.96 PREREQUISITES: 524-140 PTA Professional Issues 1

COREQUISITES: 524-148 PTA Clinical Practice 2

This course incorporates professional development, advanced legal and ethical issues, healthcare management and administration, and further development of professional communication strategies.

Kenosha
524-150-3K1A M 08:05A-12:20P 01/24-02/21
MWF 08:05A-12:20P 05/02-05/06

524-149 PTA Rehabilitation Across the Lifespan 2.00 CR

$241.96 PREREQUISITES: 524-144 PTA Principles of Neuromuscular and 524-145 PTA Musculoskeletal Rehabilitation and 524-148 PTA Clinical Practice 2

COREQUISITES: 524-146 PTA Management of Cardiopulmonary and

This capstone course integrates concepts of pathology, physical therapy interventions, and data collection across the lifespan. In addition, the PTA's role in health, wellness and prevention, reintegration, and physical therapy interventions for special patient populations will be addressed. This course is equivalent to 524-149 at other WTCS schools.

Kenosha
524-149-3K1A W 08:05A-10:10A 01/19-02/23
F 08:05A-09:05A 01/21-02/25
W 10:15A-01:25P 01/19-02/23
F 09:10A-12:00P 01/21-02/25
M 12:25P-01:25P 05/02-05/02

524-142 PTA Therapeutic Exercise 3.00 CR

$362.94 PREREQUISITES: 806-177 General Anatomy and Physiology

COREQUISITES: 524-138 PTA Kinesiology 1

This course provides instruction on the implementation of a variety of therapeutic exercise principles. Learners implement, educate, adapt, and assess responses to therapeutic exercises.

Kenosha
524-142-3K1A Th 08:05A-09:45A 01/20-05/05
T 01:30P-04:40P 01/25-05/10
524-142-3K1B Th 08:05A-09:45A 01/20-05/05
W 01:30P-04:40P 01/19-05/04

Associate Degree: Spring
This class prepares students to earn MSSC production certification. It will emphasize areas required in the certification that are not covered in other AMST coursework. The students will take the four MSSC certification modules as part of the class. Students may retake modules if needed. The Manufacturing Skill Standards Council (MSSC) certification system assesses worker skills and knowledge based on industry-validated skill standards for all manufacturing sectors. Leading to nationally recognized certification as a “Manufacturing Production Technician”, the program includes assessments in four areas: manufacturing processes and production; quality assurance; maintenance awareness; and health, safety, and environmental assurance. Once students pass all four modules, they will receive their “MSSC Production Technician” certificate.

Lakeview Advanced Tech. Center
625-121-3L61 SP MTWTh 03:30P-09:00P 01/19/05/10
This course is offered on an open entry self-paced schedule. Each student will meet with the instructor to establish a schedule. Assessment test fees are included in the course fee.

Elkhorn
625-121-36E6A SP MW 03:00P-08:00P 01/19/05/09
This course prepares radiography students to determine the basic radiographic manifestations of pathological conditions. Students classify trauma related to site, complications, and prognosis and locate the radiographic appearance of pathologies.

Burlington
526-191-381A T 03:30P-05:30P 01/25/03/08
This course prepares radiography students to perform routine radiologic procedures on various parts of the body, including the skull and spine. Students apply knowledge of human anatomy to position the patient correctly to achieve the desired result.

Burlington
526-191-381A M 09:05A-12:05P 01/24/05/10
M 03:00P-07:00P 01/24/05/10
526-191-381B M 09:05A-12:05P 01/24/05/09
M 12:30P-02:30P 01/24/05/09
W 11:30A-01:30P 01/19/05/04
This course prepares radiography students to perform routine radiologic procedures on patients with extensive supervision and direction. Students apply quality control tests to determine the causes of image problems, including equipment malfunctions and procedural errors.

Burlington
526-191-381A T 10:15A-11:15A 01/25/05/10
Th 10:15A-12:15P 01/20/05/05
This second level clinical prepares radiography students to perform radiologic procedures on patients with extensive supervision and direction. Students apply radiation protection and standard precautions in the production of radiographs in a health care setting while adhering to legal and ethical guidelines. An emphasis of the course is the development of communication and critical thinking skills appropriate to the clinical setting.

Off Campus
526-192-3Z1A TBA TBA-TBA 01/20/05/11
This course prepares radiography students to apply advanced radiographic principles to the production of radiographic images. Students analyze exposure factor considerations, differentiate between film and exposure latitude, and use beam restricting devices.

Burlington
526-192-3Z1A W 08:05A-11:05A 01/19/05/10
This course prepares radiography students to analyze radiographic images for quality. Students apply quality control tests to determine the causes of image problems, including equipment malfunctions and procedural errors.

Burlington
526-195-381A T 10:15A-11:15A 01/25/05/10
Th 10:15A-12:15P 01/20/05/05
This course prepares radiography students to determine the basic radiographic manifestations of pathological conditions. Students classify trauma related to site, complications, and prognosis and locate the radiographic appearance of pathologies.

Burlington
526-195-381A M 09:05A-12:05P 01/24/05/10
M 03:00P-07:00P 01/24/05/10
526-195-381B M 09:05A-12:05P 01/24/05/09
M 12:30P-02:30P 01/24/05/09
W 11:30A-01:30P 01/19/05/04
This course prepares radiography students to perform routine radiologic procedures on various parts of the body, including the skull and spine. Students apply knowledge of human anatomy to position the patient correctly to achieve the desired result.

Burlington
526-195-381A T 10:15A-11:15A 01/25/05/10
Th 10:15A-12:15P 01/20/05/05
This course prepares radiography students to perform routine radiologic procedures on patients with extensive supervision and direction. Students apply radiation protection and standard precautions in the production of radiographs in a health care setting while adhering to legal and ethical guidelines. An emphasis of the course is the development of communication and critical thinking skills appropriate to the clinical setting.

Off Campus
526-192-3Z1A TBA TBA-TBA 01/20/05/11
This course prepares radiography students to apply advanced radiographic principles to the production of radiographic images. Students analyze exposure factor considerations, differentiate between film and exposure latitude, and use beam restricting devices.

Burlington
526-192-3Z1A W 08:05A-11:05A 01/19/05/10
This course prepares radiography students to perform routine radiologic procedures on various parts of the body, including the skull and spine. Students apply knowledge of human anatomy to position the patient correctly to achieve the desired result.
Writing, Mechanics, and English Grammar; and Effective Electronic Communication

Power grid is described. The focus of this course is on small business and residential turbine designs; assess the environmental effects of wind turbines; perform business and site assessments for a wind turbine project; plan your wind turbine project, evaluate operation and maintenance of the turbine system, and analyze the future of wind energy.

Renewable Energy—Thermal

Flushing, Purging and Pressurizing

This course is for the advanced student who already understands and can perform socket and butt fusion of HDPE piping. Course content includes the leak and pressure testing of the completed the associated headers and supply/return runs from inside the building. The techniques for flushing debris and trapped air from the completed piping circuits are practiced during lab activities. Troubleshooting and identifying restricted and collapsed loops are demonstrated and the introduction and testing of antifreeze levels in pressurized and non-pressurized flow centers is also covered.

GeoSite & Record Management

This course introduces the student to the types of records and data that must be collected, tabulated, maintained and reported to governmental bodies. The proper preparation of driller logs, equipment safety and maintenance logs, driver road logs and collection of loopfield coordinates for warranty submission are covered.

GeoExchange Site Safety

This course introduces the student to the complex field of geology as it relates to borehole construction. The types of consolidated and unconsolidated formations, the regional occurrence, the most efficient drilling process for each as well as basic rock identification and sample classification for logging purposes are covered. Sources of possible contamination and the protection of subsurface groundwater from the drilling process or surface contaminates are covered.

Trenching/Header Fundamentals

This course teaches the student the fundamentals of calculating and constructing 2 pipe reverse return reducing headering. Calculating necessary flow rates for proper flushing and purging of loops and header systems are demonstrated. Working in, around and proper construction and back filling of header trenches is also covered.

Related Business

Business Communications

This course teaches the student the fundamentals of calculating and constructing 2 pipe reverse return reducing headering. Calculating necessary flow rates for proper flushing and purging of loops and header systems are demonstrated. Working in, around and proper construction and back filling of header trenches is also covered.
The student will work on projects that will be focused on their specific business needs. Determining that your idea is feasible, the real work begins. This course takes a comprehensive look at your prospective business. Looking at key components that is stressed along with the use and study of operator’s manuals for small power equipment.

Kenosha
145-105-3K31 T 06:00P-09:25P 01/25-03/22

145-106 Entrepreneurship 3 - Operations MGMT 3.00 CR
S344.00 PREREQUISITES: 145-105 Entrepreneurship 1 - Feasibility
This course covers the aspect of effectively managing the resources of a small business. Covering the topics of managing finances, staff, marketing and technology. The student will work on projects that will be focused on their specific business needs and will assist the student in planning how to handle their day to day operations.

Kenosha
145-106-3K11 W 06:00P-09:00P 01/19-05/04

145-104 Entrepreneurship-New Venture 3.00 CR
S377.44 PREREQUISITES: NONE
This course is based on internationally recognized entrepreneurship training. Designed specifically for aspiring entrepreneurs and entrepreneurship students. After determining that your idea is feasible the real work begins, this course takes a comprehensive look at your prospective business. Looking at key components that includes evaluating and developing your product/service offering, marketing plan, financial plan and growth plan. At the end of the class you will develop a business plan for your proposed business.

Off Campus
145-104-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $377.44. This Internet course requires a computer with access to the Internet, access to the World Wide Web, an e-mail account and Microsoft Word. You will be contacted by the instructor via regular and/or e-mail prior to the first class of the semester with directions on how to access the course. If there are any questions pertaining to the course, please direct them to Ed Grochowski at grochowski@gtc.edu

Chassis Mechanic
461-120 Small Power Equipment 3.00 CR
S392.19 PREREQUISITES: NONE
Structure and theory of the two and four cycle engines. Troubleshooting, storage, maintenance, and repair of the small gas engine are included. Safety of the operator is stressed along with the use and study of operator’s manuals for small power equipment.

Kenosha
461-120-3K11 W 04:45P-05:45P 01/19-05/04
461-120-3K1A W 09:10A-10:10A 01/19-05/04
461-120-3K1A W 10:10A-02:10P 01/19-05/04

461-120-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $128.48. This class is offered in the accelerated format and will require substantial work outside the class on the part of the student. The class requires the use of Blackboard which will be available to students on the internet a week before the first class session. Students are expected to read the announcements, syllabus, and complete (Learning Plan 1) assignments before the first class session and come into class prepared.

Elkhorn
196-100-3E31 AC T 05:30P-09:30P 01/25-02/01

Racine
196-100-3K31 AC T 05:30P-09:30P 01/19-01/26

This class is offered in the accelerated format and will require substantial work outside the class on the part of the student. The class requires the use of Blackboard which will be available to students on the internet a week before the first class session. Students are expected to read the announcements, syllabus, and complete (Learning Plan 1) assignments before the first class session and come into class prepared.

196-100-3K11 W 06:00P-09:00P 01/19-05/04

196-100-3W7B INET TBA TBA-TBA 01/19-01/26

See below for additional course information.*

196-100-3E31 AC T 05:30P-09:30P 01/19-02/12

See below for additional course information.*

This class is offered in the accelerated format and will require substantial work outside the class on the part of the student. The class requires the use of Blackboard which will be available to students on the internet a week before the first class session. Students are expected to read the announcements, syllabus, and complete (Learning Plan 1) assignments before the first class session and come into class prepared.

196-100-3K11 W 06:00P-09:00P 01/19-05/04

See below for additional course information.*

196-100-3W7B INET TBA TBA-TBA 01/19-02/12

See below for additional course information.*

* "Additional fees apply to this class — cost is $128.48. The class requires the use of Blackboard which will be available to students a week before the first class session. Students are expected to read the announcements, syllabus, and complete the Getting Started Learning Plan by the end of the first week of class.

461-120-3W7A INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $128.48. The class requires the use of Blackboard which will be available to students a week before the first class session. Students are expected to read the announcements, syllabus, and complete the Getting Started Learning Plan by the end of the first week of class.

196-164C Assertive Behavior 1.00 CR
S128.48 PREREQUISITES: NONE
In Assertive Behavior, the learner will apply the skills and tools necessary to be an effective supervisor in today’s modern organization. Each learner will demonstrate assertiveness skills in communication with employees and others. In addition, the learners will demonstrate that the rights and responsibilities of others are valued.

Off Campus
196-164C-3W7E INET TBA TBA-TBA 01/19-05/10

Additional fees apply to this class — cost is $128.48. The class requires the use of Blackboard which will be available to students a week before the first class session. Students are expected to read the announcements, syllabus, and complete the Getting Started Learning Plan by the end of the first week of class.

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
In Diversity and Change Management, the learner applies the skills and tools necessary to implement and maintain a diverse work environment which values change. Each learner will demonstrate the application of: assessing the current extent of diversity in the workplace; analyzing the effect of perceptions, attitudes, biases, and organizational culture on diversity; dealing with barriers: changing management strategies, processes, and reactions; measuring progress; and celebrating success.

In Leadership Development, the learner applies the skills and tools necessary to fulfill his/her role as a modern leader. Each learner will demonstrate the application of: evaluating leadership effectiveness and organization requirements, using individual and group motivation strategies, implementing mission and goals, observing ethical behavior, developing personal leadership style and adaptation, understanding the impact of power, facilitating employee development, coaching, managing change, and resolving conflict effectively.

In Legal Issues for Supervisors, the learner applies the skills and tools necessary for a supervisor to effectively function in today's legal work environment. Each learner will demonstrate the application of legal practices in both union and nonunion environments, the analysis of the impact of U.S. employment laws, the impact of harassment and privacy issues and summarize legal issues facing contemporary supervisors.

This course establishes a foundation for development of employee effectiveness by focusing on the supervisor's role in understanding, communicating, and implementing organizational policies. The organizational topics covered include: employee hiring, training, performance management, contract compliance, employment law, employee assistance programs, and related topics that affect the supervisor's work group.

This course is designed to examine the role of the supervisor in assisting an organization to produce a quality product or service. The meaning and benefits of quality, the cost of quality, how to interact with customers, and problem solving tools for continuous improvement will be covered.
196-168 Organizational Development 3.00 CR
S347.44 PREREQUISITES: NONE
In Organizational Development, the learner applies the skills and tools necessary to deal with organizational behavior and change. Each learner will demonstrate the application of the impacts of globalization on an organization, dealing with organizational culture, change and future challenges affecting the total organization, organizational decision making, vision, goals, performance management, and planning, and the role of organizational structure.

Racine
196-168-3R31 AC W 05:50P-09:30P 03/30-05/04
This class is offered in the accelerated format and will require substantial work outside the class on the part of the student. The class requires the use of Blackboard which will be available to students on the internet a week before the first class session. Students are expected to read the announcements, syllabus, and complete (Learning Plan 1) assignments before the first class session and come into class prepared.

196-164 Personal Skills for Supervisors 3.00 CR
S377.44 PREREQUISITES: NONE
In Personal Skills for Supervisors, the learner applies the skills and tools necessary to deal with the time management, stress, and related challenges to a supervisor. Each learner will demonstrate the application of time management techniques, personal planning, continuous learning, valuing rights and responsibilities of others, effective communication, assertiveness, and dealing effectively with stress.

Off Campus
196-164-3W7A INET TBA TBA-TBA 01/19-05/10
See below for additional course information.*
196-164-3W7B INET TBA TBA-TBA 01/19-05/10
See below for additional course information.*
*Additional fees apply to this class — cost is S377.44. The class requires the use of Blackboard which will be available to students a week before the first class session. Students are expected to read the announcements, syllabus, and complete the Getting Started Learning Plan by the end of the first week of class.

196-123 Problem Solving and Decision Making 2.00 CR
S232.96 PREREQUISITES: NONE
Explores many approaches to problem solving. Practice sessions on problems faced on the job, problem resolution using various techniques learned in the classroom. Topics: marginal analysis; psychological decision making; cause and effect; intuition; experimental, past experience and follow-the-leader approaches, group problem-solving techniques.

Racine
196-123-3R1A M 10:15A-12:15P 01/24-05/09

196-188 Project Management 3.00 CR
S377.44 PREREQUISITES: 196-189 Team Building and Problem Solving
In Project Management, the learner applies the skills and tools necessary to design, implement, and evaluate formal projects. Each learner will: demonstrate the application of the role of project management; develop a project proposal; use relevant software; work with project teams; sequence tasks; chart progress; and deal with variations, budgets, resources, implementation, and assessment.

Off Campus
196-188-3W7A INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is S377.44. The class requires the use of Blackboard which will be available to students a week before the first class session. Students are expected to read the announcements, syllabus, and complete the Getting Started Learning Plan by the end of the first week of class.

196-136 Safety in the Workplace 3.00 CR
S377.44 PREREQUISITES: 196-192 Managing for Quality
In Safety in the Workplace, the learner applies the skills and tools necessary to provide a safe and secure work environment. Each learner will demonstrate the application of safety awareness, federal/state/local compliance, incident investigation and documentation, human relations techniques, safety orientation, inspections, risk analysis, issues of workplace violence, substance abuse, health hazards, first aid and CPR, fire and electrical safety, emergency preparedness, and liaison with external agencies.

Off Campus
196-136-3W7A INET TBA TBA-TBA 01/19-05/10
Additional fees apply to this class — cost is S377.44. The class requires the use of Blackboard which will be available to students a week before the first class session. Students are expected to read the announcements, syllabus, and complete the Getting Started Learning Plan by the end of the first week of class.

196-164B Stress Management 1.00 CR
S128.48 PREREQUISITES: NONE
Teaches supervisors how to identify, deal with and channel everyday stress constructively. Topics covered include: Type A versus Type B behavior patterns; causes of stress; personal and organizational stress; and conflict resolution techniques.

Off Campus
196-164B-3W7D INET TBA TBA-TBA 01/19-05/10
See below for additional course information.*
196-164B-3W7G INET TBA TBA-TBA 01/19-05/10
See below for additional course information.*
*Additional fees apply to this class — cost is S128.48. The class requires the use of Blackboard which will be available to students a week before the first class session. Students are expected to read the announcements, syllabus, and complete the Getting Started Learning Plan by the end of the first week of class.

196-191 Supervision 3.00 CR
S347.44 PREREQUISITES: NONE
In Supervision, the learner applies the skills and tools necessary to perform the functions of a frontline leader. Each learner will demonstrate the application of strategies and transition to a contemporary supervisory role, including day-to-day operations, analysis, delegation, controlling, staffing, leadership, problem-solving, team skills, motivation, and training.

Kenosha
196-191-3K31 AC T 05:30P-09:30P 04/05-05/10
This class is offered in the accelerated format and will require substantial work outside the class on the part of the student. The class requires the use of Blackboard which will be available to students on the internet a week before the first class session. Students are expected to read the announcements, syllabus, and complete (Learning Plan 1) assignments before the first class session and come into class prepared.

Elkhorn
196-191-3E31 AC Th 05:30P-09:30P 03/24-04/28
This class is offered in the accelerated format and will require substantial work outside the class on the part of the student. The class requires the use of Blackboard which will be available to students on the internet a week before the first class session. Students are expected to read the announcements, syllabus, and complete (Learning Plan 1) assignments before the first class session and come into class prepared.
demonstrate the application of the benefits and challenges of group work, necessary to facilitate problem solving in a team environment. Each learner will take part in team roles, stages of team development, different approaches to problem solving, identification and elimination of time wasters; effective delegation of work; and how to develop alternative solutions, solution implementation, and evaluation.

In Team Building and Problem Solving, the learner applies the skills and tools necessary to facilitate problem solving in a team environment. Each learner will demonstrate the application of the benefits and challenges of group work, necessary roles in a team, stages of team development, different approaches to problem solving, consensus, a systematic process of problem definition, data acquisition, analysis, the development of alternative solutions, solution implementation, and evaluation.

This class is offered in the accelerated format and will require substantial work outside the class on the part of the student. The class requires the use of Blackboard which will be available to students on the internet a week before the first class session. Students are expected to read the announcements, syllabus, and complete (Learning Plan 1) assignments before the first class session and come into class prepared.

Surgical Tech

196-128 Team Building and Problem Solving 3.00 CR
S$347.44 PREREQUISITES: NONE
In Team Building and Problem Solving, the learner applies the skills and tools necessary to facilitate problem solving in a team environment. Each learner will demonstrate the application of the benefits and challenges of group work, necessary roles in a team, stages of team development, different approaches to problem solving, consensus, a systematic process of problem definition, data acquisition, analysis, the development of alternative solutions, solution implementation, and evaluation.

196-164A Time Management 1.00 CR
S$128.48 PREREQUISITES: NONE
Teaches supervisors how to manage their time to become more effective on the job. Topics covered include: motivating through effective planning; job analysis; identification and elimination of time wasters; effective delegation of work; and how to set measurable, achievable goals.

S$382.44 Instructor consent required
PREREQUISITES: 512-131 Surgical Interventions 1 and 512-133 Surgical Technology Clinical 2
Expands knowledge of core and specialty surgical procedures by incorporating pathophysiology, diagnostic interventions, health sciences, and surgical techniques.

512-129 Surgical Pharmacology 2.00 CR
S$232.96 PREREQUISITES: 512-125 Surgical Technology, Intro to and 512-126 Surgical Tech Fundamentals 1
Basic study of drug classifications, care, and handling of drugs and solutions, application of mathematical principles in dosage calculations, terminology related to pharmacology, anesthesia, and drugs used in surgery.

512-130 Surgical Skills Application 2.00 CR
S$254.96 PREREQUISITES: 512-125 Surgical Technology, Intro to and 512-126 Surgical Tech Fundamentals 1
COREQUISITES: 512-128 Surgical Tech Fundamentals 2 and 512-129 Surgical Pharmacology
Provides a transition from the academic to the clinical setting. Learners integrate the surgical technologist skills as they apply to various surgical procedures.

512-134 Surgical Interventions 2 3.00 CR
S$347.44 PREREQUISITES: 512-131 Surgical Interventions 1 and 512-133 Surgical Technology Clinical 2
Expands knowledge of core and specialty surgical procedures by incorporating pathophysiology, diagnostic interventions, health sciences, and surgical techniques.

512-130 Surgical Skills Application 2.00 CR
S$254.96 PREREQUISITES: 512-125 Surgical Technology, Intro to and 512-126 Surgical Tech Fundamentals 1
COREQUISITES: 512-128 Surgical Tech Fundamentals 2 and 512-129 Surgical Pharmacology
Provides a transition from the academic to the clinical setting. Learners integrate the surgical technologist skills as they apply to various surgical procedures.

512-135 Surgical Technology Clinical 3 3.00 CR
S$382.44 Instructor consent required
PREREQUISITES: 512-131 Surgical Interventions 1 and 512-133 Surgical Technology Clinical 2
COREQUISITES: 512-134 Surgical Interventions 2
Further experience in a clinical setting allows the student to continue to improve technical skills while accepting more responsibilities during surgical procedures.

512-136 Surgical Technology Clinical 4 3.00 CR
S$347.44 Instructor consent required
PREREQUISITES: 512-135 Surgical Technology Clinical 3
COREQUISITES: 512-134 Surgical Interventions 2
During this clinical course the student will function relatively independently. Serves as a transition from a student perspective to an employee by utilizing advanced skills for an entry level Surgical Technologist.
Visual Communications

206-101  Traditional Animation and History  2.00 CR

S235.46  PREREQUISITES: NONE
This course will explore traditional art forms such as storyboarding, traditional life drawing, and cartooning. The history of animation will be studied as well, and students will study the animation production process from storyboard to production.

Racine
206-101-3R1A  F  09:10A-11:10A  01/21-05/06

Elkhorn
206-101-3E1A  AC  S  09:10A-11:10A  01/22-05/07

Welding

442-102  Introduction to Welding  2.00 CR

S332.96  PREREQUISITES: NONE
This course provides the theory and practical experience for arc and gas welding techniques. An emphasis is placed on basic safety, equipment usage, and proper procedures. The welding of ferrous and non-ferrous metals will be explored.

Racine
442-102-3R2A  ST  F  04:45P-09:15P  01/21-05/06

442-101  Welding Basics  1.00 CR

S166.48  PREREQUISITES: NONE
This lab course covers the fundamentals of welding. Welding, soldering, brazing, and fabrication of various metals are included.

Racine
442-101-3R2A  ST  F  04:45P-07:00P  01/21-04/01

Elkhorn
442-101-3E61  SP  Th  04:00P-06:00P  01/20-04/21
If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.

442-101-3E62  SP  M  04:00P-06:00P  01/24-05/09
If class is full, contact instructor, Dan Crifase, at crifased@gtc.edu.

Off Campus
442-101-3B21  ST  TTh  04:00P-07:00P  01/20-02/22
This course will be held at Burlington High School, 400 McCanna Parkway, Room 174.
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Admin/Office Assistant/ Medical

106-373 Medical Transcription Functions 3.00 CR
$353.19 PREREQUISITES: 106-370 Medical Transcription I and 509-312 Human Body in Health & Disease
Introduces the response of the body to interruptions in normal functioning as with injury and disease. Diagnostic measures and treatment modalities associated with pathophysiology, clinical laboratory and pharmacology will be identified. Professional and ethical conduct will be emphasized.

Racine
106-373-3RMA BLND W 10:15A-12:15P 03/16-05/14
W 12:15P-01:15P 03/16-05/14

106-371 Medical Transcription II 4.00 CR
$470.92 PREREQUISITES: 106-370 Medical Transcription I
Students increase and sharpen skills in transcribing medical reports. Includes working with foreign accents.

Racine
106-371-3RMA BLND W TBA-TBA 01/12-03/09

106-392 Office Field Study 1.00 CR
$118.48 PREREQUISITES: 106-137 Keyboarding Applications
COREQUISITES: 106-119 Professional Development
This course provides the student with the opportunity to observe basic office procedures and personnel on a job site. The student will be responsible for making arrangements for two four-hour observations and one eight-hour job shadowing experience. Students will be expected to report orally and in writing on their observations and shadowing experience.

Kenosha
106-392-3K1A DS M 09:10A-11:10A 01/24-05/09

Racine
106-392-3R1A Th 02:35P-04:35P 01/20-05/05

Off Campus
106-392-3W7A INET TBA TBA-TBA 01/19-05/10

106-384 Word Processing Applied 3.00 CR
$383.19 PREREQUISITES: 106-001 Computer Applications
Introduces the basic concept and operation of word processing software package and an understanding of the equipment being used. Some of the operations included in this course are storing and retrieving, formatting, editing and printing documents. The class will provide applications using multiple-page, merged and tabulated documents, and file management.

Barbering/Cosmetology

502-324 Barber/Cosmetology Industry 2.00 CR
$232.96 PREREQUISITES: NONE
This course is designed as a complete program of business instruction for the barber/cosmetology student. It supplements the usual technical training required in career development.

Racine
502-324-3R11 MTWTh 05:30P-09:55P 03/23-04/14

502-336A Bleaching A 2.00 CR
$261.46 PREREQUISITES: 502-304A Hair Color A, Basic Theory and practical training in bleaching techniques, procedures, and stages of lightening hair.

Racine
502-336A-3R1A MTWTh 12:35P-05:05P 04/14-05/10

502-336B Bleaching B 1.00 CR
$130.73 PREREQUISITES: 502-336A Bleaching A
Students apply knowledge and skills of bleaching on customers in patron laboratory.

Racine
502-336B-3R1B MTWTh 07:30A-12:00P 04/07-04/21

502-303A Chemical Straightening A 2.00 CR
$261.46 PREREQUISITES: 502-302A Perm Techniques A
Theory and practical training in chemical and related hair relaxing techniques and procedures.

Racine
502-303A-3R1A MTWTh 12:35P-05:05P 02/15-03/21

502-303B Chemical Straightening B 1.00 CR
$130.73 PREREQUISITES: 502-303A Chemical Straightening A
Students apply knowledge and skills of Chemical Relaxing in the patron laboratory to complete competencies.

Racine
502-303B-3R1B MTWTh 07:30A-12:00P 03/24-04/06

502-318A Facials A 2.00 CR
$261.46 PREREQUISITES: NONE
Theory and practice training in facial massage, skin care, basic and corrective makeup application, eyebrow arching, waxing, lash and brow tinting, and seasonal color analysis.

Racine
502-318A-3R1A F 07:30A-12:00P 01/21-05/06
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<td>502-304A</td>
<td>Hair Color A, Basic</td>
<td>2.00</td>
<td>Theory and practical training in haircoloring techniques, procedures, and formulations.</td>
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<td></td>
<td>Students apply knowledge and skills of haircolor on customers in patron lab.</td>
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<td>502-304B</td>
<td>Hair Color B, Basic</td>
<td>2.00</td>
<td>Theory and practical training in artistic design, setting, and finishing techniques. Use of blow dryer, curling iron, and rollers.</td>
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<td>502-306A</td>
<td>Hair Design IA</td>
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<td>Theory and practice training in wigs and hair pieces, hair pressing, and long hair designs.</td>
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<td>502-305A</td>
<td>Manicuring A, Basic</td>
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<td>Theory and practice training in basic and advanced manicuring, pedicuring, and nail art procedures and techniques.</td>
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<td>502-302A</td>
<td>Perm Techniques A</td>
<td>2.00</td>
<td>Theory and practical training in basic and advanced permanent waving procedures.</td>
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<td>502-302B</td>
<td>Perm Techniques B</td>
<td>2.00</td>
<td>Students apply knowledge and skills of permanent waving on customers in patron laboratory to complete competencies.</td>
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<td>502-344A</td>
<td>Salon Services/Advanced A</td>
<td>1.00</td>
<td>Students apply knowledge and skills of permanent waving on customers in a simulated salon environment to demonstrate competencies in all subject areas to prepare for Wisconsin State Board exam.</td>
<td>Racine</td>
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<tr>
<td>502-344B</td>
<td>Salon Services/Advanced B</td>
<td>2.00</td>
<td>Students apply knowledge and skills of permanent waving on customers in a simulated salon environment to demonstrate competencies in all subject areas to prepare for Wisconsin State Board exam.</td>
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<td>443-311</td>
<td>Electrical Applications</td>
<td>3.00</td>
<td>This course introduces the student to the basics of building electrical maintenance. Repair and replacement of 110 and 220 volt electrical components are emphasized.</td>
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<td>443-313</td>
<td>Interior Finishing</td>
<td>2.00</td>
<td>This course will introduce the student to the basics of building interior finishing. Dry walling, painting, wall papering, and preventative maintenance will be emphasized.</td>
<td>Kenosha</td>
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Criminal Justice

504-303 Investigations 2.00 CR
$248.74 Instructor consent required
PREREQUISITES: NONE
Students will learn techniques and procedures necessary to interview or interrogate a variety of individuals, how to recognize, process, and preserve physical evidence; law enforcement’s response to a victim of crime including the dynamics of victimization, victims’ rights, and enforcement’s professional responsibilities to victims. Students will also learn the statutory elements of “sensitive crimes” and the characteristics, effects, and investigative strategies unique to them.

Kenosha
504-303-3K1A MTWThF 07:30A-04:00P 01/24-05/06

504-302 Patrol Procedures 4.00 CR
$551.70 Instructor consent required
PREREQUISITES: NONE
Students will become familiar with Wisconsin traffic laws, including how to properly complete Wisconsin Uniform Traffic Citations and how to direct and control traffic effectively. They will learn to manage a complex scene, to investigate traffic accidents, take appropriate enforcement actions, the legal context for law enforcement driving, including basic patrol operation, emergency vehicle response, pursuit driving, the legal bases for making vehicle contacts, how to conduct a threat assessment to help determine the appropriate type of contact, how to conduct different types of vehicle contacts, recognize and interpret evidence of a and to OMVWI violation, and how to administer and interpret standardized field sobriety tests.

Kenosha
504-302-3K1A MTWThF 07:30A-04:00P 01/24-05/06

504-300 Policing in America 1.00 CR
$177.76 Instructor consent required
PREREQUISITES: NONE
Students will learn the rules of the academy, how the various elements of the criminal justice system relate, the role of law enforcement officers in a democracy, explore belief systems, social pressures, moral problems, decision-making and the consequences of decisions, resources available in their communities to assist law enforcement in their contacts with the community, explore issues involved in policing in a diverse society, identify strategies for working effectively with the community, the requirements under Wisconsin law for law enforcement agency policies and procedures, and why written policies and procedures are important to them in performing their job tasks properly.

Kenosha
504-300-3K1A MTWThF 07:30A-04:00P 01/24-05/06

504-301 Relational Skills 3.00 CR
$363.22 Instructor consent required
PREREQUISITES: NONE
Students will learn how to write a wide variety of law enforcement reports, the role of communication in law enforcement, to apply professional communication skills appropriately, proper law enforcement response to persons with possible mental disorders, alcohol or drug problems, dementia disorders, and/or developmental disabilities, the Wisconsin law for conducting emergency detentions and placements, legal requirements and guidelines for implementing these procedures, basics of effective court testimony, the role of problem solving, and evolving police strategies for effective law enforcement and community relationships, and the use of problem-oriented policing.

Kenosha
504-301-3K1A MTWThF 07:30A-04:00P 01/24-05/06

504-305 Tactical Skills 3.00 CR
$417.72 Instructor consent required
PREREQUISITES: NONE
Students will learn the basis for and limits to use of force by Wisconsin Officers, specific techniques for intervention included in the Wisconsin System of Defense and Arrest Tactics, and to care for and maintain their primary duty handguns. They will learn to shoot quickly and accurately, including under low-light conditions, while moving and from behind cover, and necessary weapon-handling skills, the basics of room clearing, tactical movement, use of cover and concealment, and their application to emergency situations.

Kenosha
504-305-3K1A MTWThF 07:30A-04:00P 01/24-05/06

504-304 The Legal Context 2.00 CR
$248.74 Instructor consent required
PREREQUISITES: NONE
Students will learn the legal bases for law enforcement action such as arrest, use of force, and search and seizure, as well as the limits on law enforcement activity, the classifications of crimes and other violations into felonies, misdemeanors, and ordinance violations, and the elements of crimes listed in the criminal code, and the laws and procedures that effect juveniles, including those related to taking a juvenile into custody.

Kenosha
504-304-3K1A MTWThF 07:30A-04:00P 01/24-05/06

Dental

508-311 Dental Assistant Clinical - Adv 2.00 CR
$232.96 PREREQUISITES: 508-356 Dental Assistant Clinicals or 508-306 Dental Assistant Clinicals
Dental Assistant students apply skills developed in Dental Chairside - Advanced, Dental Lab Procedures, Dental Radiography - Advanced, and Dental Office Procedures in a clinical setting with patients that emphasizes integration of core abilities and basic and advanced occupational skills. This course is equivalent to 508-311 at other WTCS schools.

Kenosha
508-311-3K1A M 08:00A-05:00P 01/24-05/09

508-308 Dental Chairside - Advanced 5.00 CR
$734.90 PREREQUISITES: 508-352 Dental Chairside
This course prepares Dental Assistant students to adapt chairside skills to assisting with dental specialties as they are performed in general practice. It focuses on pediatric dentistry, orthodontics, oral maxillofacial surgery, endodontics, periodontics, and prosthodontics. Students will also develop the ability to assist with sealants, perform coronal polishing, and apply topical fluoride and topical anesthetics. This course is the equivalent to 508-308 at other WTCS schools.

Kenosha
508-308-3K1A ST T 01:30P-04:00P 01/25-05/10
Th 08:05A-10:35A 01/20-05/05
T 10:15A-12:15P 01/25-05/10
W 08:05A-10:15A 01/26-05/04
508-308-3K1B ST T 01:30P-04:00P 01/25-05/10
Th 08:05A-10:35A 01/20-05/05
W 10:15A-12:15P 01/19-05/04
Th 11:20A-01:20P 01/20-05/05

Technical Diploma: Spring 101
508-309 Dental Laboratory Procedure 4.00 CR

S587.92  PREREQUISITES: 508-113 Dental Materials
This course prepares Dental Assistant students to produce alginate impressions and fabricate diagnostic models, oral appliances, temporary restorations, and custom trays. Students also polish oral appliances. This course is equivalent to 508-309 in other WTCS schools.

Kenosha
508-309-3K1A ST  T  08:05A-10:05A  01/25-05/10
   Th  01:30P-03:30P  01/20-05/05
   T  10:15A-12:15P  01/25-05/10
   W  08:05A-10:05A  01/19-05/04
508-309-3K1B ST  T  08:05A-10:05A  01/25-05/10
   Th  01:30P-03:30P  01/20-05/05
   W  10:15A-12:15P  01/19-05/04
   Th  11:20A-01:20P  01/20-05/05

508-310 Dental Radiography - Advanced 1.00 CR

S146.98  PREREQUISITES: 508-103 Dental Radiography
This course builds on principles and skills developed in Dental Radiography. Dental Assistant students expose full mouth series, extra-oral, and specialized radiographs on adult and child patients. Emphasis is placed on protection against x-ray hazards. Students will also process, mount, and evaluate radiographs for diagnostic value. In addition, they will use radiographs to explain dental health and treatment plans to patients. This course is the equivalent of 508-310 at other WTCS schools.

Kenosha
508-310-3K1A W  01:30P-03:30P  01/19-05/04
508-310-3K1B F  08:05A-10:15A  01/21-05/06
508-310-3K1C F  10:15A-12:15P  01/21-05/06

Emergency Medical Service

531-311 EMT-Intermediate Technician 2.00 CR

S254.96  Instructor consent required
PREREQUISITES: NONE
Additional fees apply to this class—cost is $274.96

The IV Tech course will consist of 72 hours of training that will compliment the EMT-Basic curriculum. This course will allow the student to develop skills in the areas of IV therapy, drug administration, and advanced patient assessment.

Burlington
531-311-3B1A W  08:00A-11:55A  02/09-05/04

Off Campus
531-311-3Z11 Th  05:45P-09:45P  02/01-04/28
Location: Whitewater Rescue

Mechanical Drafting

421-316 Blueprint Reading/Advanced 2.00 CR

S232.96  PREREQUISITES: 421-376 Blueprint Reading
Review of basic blueprint reading principles. Deals with more forgings, castings and complex prints. New material introduced includes surface textures, fits, auxiliary views, cast iron, pin fasteners, gears, cams, ratchet wheels, and additional GDT coverage. Students read information units, perform mathematical calculations, and answer questions pertaining to part prints.

Racine
421-316-3R1A F  08:05A-01:05P  02/11-05/06

509-302 Human Body in Health & Disease 3.00 CR

S377.44  PREREQUISITES: NONE
COREQUISITES: 501-101 Medical Terminology
This course focuses on diseases that are frequently first diagnosed and treated in the medical office setting. Students learn to recognize the causes, signs, and symptoms of diseases of the major body systems as well as the diagnostic procedures, usual treatment, prognosis, and prevention of common diseases.

Off Campus
509-302-3W7A INET TBA TBA-TBA  01/19-05/10
   Additional fees apply to this class — cost is $377.44
509-302-3W7B INET TBA TBA-TBA  01/19-05/10
   Additional fees apply to this class — cost is $377.44

509-301 Medical Assistant Administrative Procedures2.00 CR

S274.96  PREREQUISITES: NONE
COREQUISITES: 501-107 Computing for Healthcare, Introduction
This course introduces medical assistant students to office management and business administration in the medical office. Students learn to schedule appointments, perform filing, record keeping, telephone and reception duties, communicate effectively with patients and other medical care staff, and keep an inventory of supplies. Students apply introductory medical coding skills and managed care terminology.

Off Campus
509-301-3W7A INET TBA TBA-TBA  01/21-05/06
   Additional fees apply to this class — cost is $274.96
509-301-3W7B INET TBA TBA-TBA  01/21-05/06
   Additional fees apply to this class — cost is $274.96

509-304 Medical Assistant Clinical Procedures 1 4.00 CR

S509.92  Program Counselor consent required
PREREQUISITES: NONE
Additional fees apply to this class—cost is $377.44

This course introduces Medical Assistant students to the clinical procedures performed in the medical office setting. Students perform basic examining room skills, including screening, vital signs, patient history, minor surgery, and patient preparation for routine and specialty exams in the ambulatory care setting. This course is equivalent to 509-304 at other WTCS schools.

Racine
509-304-3R11 T  05:50P-09:50P  01/25-05/10
509-304-3R1A Th  08:05A-12:05P  01/20-05/05
Th  08:05A-12:05P  01/25-05/10

509-306 Medical Assistant Clinical Procedures 2 3.00 CR

S382.44  PREREQUISITES: 509-303 Medical Assistant Lab Procedures 1 and 509-304 Medical Assistant Clinical Procedures 1
COREQUISITES: 509-308 Pharmacology for Allied Health
This course prepares students to perform patient care skills in a medical office setting. Students perform clinical procedures, including administering medications, assisting with minor surgery, performing an electrocardiogram, assisting with respiratory testing, educating patients/community, and maintaining clinical equipment in an ambulatory care setting.

Racine
509-306-3R11 W  05:50P-09:50P  01/19-05/04
Th  05:50P-08:50P  01/20-05/05
W  06:50P-08:50P  01/19-05/04
and examine legal and bioethical issues. Students follow laboratory safety requirements and federal regulations while performing specimen collection and processing, microbiology, and laboratory procedures commonly performed in the ambulatory care setting under the supervision of a physician. Students perform phlebotomy, immunology, hematology, and chemistry laboratory procedures.

This course requires students to integrate and apply knowledge and skills from all previous medical assistant courses in actual patient care settings. Learners perform medical assistant administrative, clinical, and laboratory duties under the supervision of trained mentors to effectively transition to the role of a medical assistant. This AAMA required externship lasts between 160 hours (AAMA minimum) and 216 hours.

This course introduces students to health insurance and finance in the medical office. Students perform bookkeeping procedures, apply managed care guidelines, and complete insurance claim forms. Students use medical coding and managed care terminology to perform insurance related duties.

This course introduces students to laboratory procedures commonly performed by medical assistants in a medical office setting. Students perform routine laboratory procedures commonly performed in the ambulatory care setting under the supervision of a physician. Students follow laboratory safety requirements and federal regulations while performing specimen collection and processing, microbiology, and urinalysis testing. This course is equivalent to 509-303 at other WTEC schools.

This course introduces Medical Assistant students to laboratory procedures commonly performed by medical assistants in a medical office setting. Students perform routine laboratory procedures commonly performed in the ambulatory care setting under the supervision of a physician. Students follow laboratory safety requirements and federal regulations while performing specimen collection and processing, microbiology, and urinalysis testing. This course is equivalent to 509-303 at other WTEC schools.
This course provides an introduction to CNC milling processes and their proper application. Some of the topics covered include machine set-up and operation, machine safety, types of milling machines, machine tooling, grinding and sharpening of milling cutters, and a review of lathe machining speeds and feeds. In this course, you will perform G.D. and I.D. turning operations on engine lathes as well as facing, drilling, reaming, tapping, grooving, chamfering, boring, knurling, tapering, and thread cutting operations.

See below for additional course information.*

{444-333 Fundamentals of CNC Turning Applications 3.00 CR}

543-300 Nursing Assistant 3.00 CR

There is no class on 3/01 — GTC Inservice and from 3/14 through 3/17 — GTC Spring Break.

543-300 3K1D

MTWTh 07:30A-01:30P 02/09-03/23

See below for additional course information.*

543-300 3K1E

MTWTh 07:30A-01:30P 04/29-05/10

There is no class on 4/22 & 4/25 — GTC Holiday Closing.

543-300 3R1A

MTWTh 07:30A-01:30P 02/09-02/22

See below for additional course information.*

543-300 3R1B

MTWTh 03:15P-09:15P 02/09-02/22

See below for additional course information.*

543-300 3R1C

MTWTh 07:30A-01:30P 03/03-03/23

There is no class on 3/01 — GTC Inservice and no classes from 3/14 through 3/17 — GTC Spring Break.

543-300 3R1D

MTWTh 07:30A-01:30P 04/09-04/12

There is no class on 4/25 — GTC Holiday Break.

543-300 3R1F

MTWTh 03:15P-09:15P 04/04-04/21

There is no class on 4/25 — GTC Holiday Break.

543-300 3R1G

FS 07:30A-01:30P 04/04-04/21

There is no class on 3/18 & 3/19 — GTC Spring Break and 4/22 & 4/23 — GTC Holiday Break.

Elkhorn

543-300 3E11

MW 04:00P-08:00P 01/19-03/28

There are no classes scheduled for 3/01, 3/14, 3/16 and 4/25.

543-300 3E12

MW 04:00P-08:00P 03/05-05/11

There are no classes scheduled from 3/14 through 3/17 — GTC Spring Break.

543-300 3E1A

MTWThF 07:00A-01:00A 01/20-03/11

There are no classes scheduled for 3/01, 3/15 and 3/17. Note: On 5/10 the class runs 4:00 — 7:00 pm only.

543-300 3E1B

MTWThF 07:00A-01:00A 02/09-02/22

There are no classes scheduled from 3/01, 3/14 through 3/18.

543-300 3E1C

MTWThF 07:00A-01:00A 04/04-04/21

There are no classes scheduled from 3/14 through 3/17.

See below for additional course information.*

543-300 3K1A

MTWTh 07:30A-01:30P 01/19-02/08

There is no class on 3/18 & 3/19 — GTC Spring Break.

### Nursing and Nursing Related

**510-303** Health Unit Coordinator Clinical 3.00 CR
- **$392.19** Program Counselor consent required
- **PREREQUISITES:** NONE

This course provides opportunities for learners to apply the concepts and skills of a Health Unit Coordinator in a clinical setting.

**Racine**
- **510-303-3RMA** BLND T 12:25P-04:25P 03/22-05/10
- **MT** 07:00A-01:00P 03/21-05/09

### Welding

**442-324** Weld Printreading and Fabrication Procedures 2.00 CR
- **$532.96** **PREREQUISITES:** NONE

Instructs in basic graphic communication relating to the welding field. Provides for hands-on application of fabrication from blueprints. Follows American Welding Society welding symbol format.

**Race**
- **442-324-3R1A** F 04:45P-08:45P 01/21-05/06
- **442-324-3R1A** F 08:05A-12:35P 01/21-05/06

### Metal Fabrication I

**$499.44** **PREREQUISITES:** NONE

This course is an introduction to basic metal fabrication, including safety, measuring, hand tools, layout, and applications with shearing, drilling, bending, tack welding, and inspection of final projects.

**Racine**
- **442-302-3R1A** MT 12:45P-04:00P 01/24-05/10

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*All students are required to attend the first day of class for orientation.*
442-333 Welding/Advanced Gas Tungsten Arc Weld 3.00 CR
S499.44 PREREQUISITES: 442-323 Welding/Gas Tungsten Arc Welding
Provides advanced welding applications in GTAW welding using stainless steel, aluminum and mild steel. Includes Gateway Technical College aluminum tensile certification and steel plate certification.

Racine
442-333-3R21 ST M 04:00P-10:00P 01/24-05/09
See below for additional course information.*
442-333-3R22 ST T 04:00P-10:00P 01/24-05/09
See below for additional course information.*
442-333-3R23 ST W 04:00P-10:00P 01/24-05/09
See below for additional course information.*
442-333-3R24 ST Th 04:00P-10:00P 01/20-05/05
See below for additional course information.*
442-333-3R2A ST M 07:00A-01:00P 01/24-05/09
See below for additional course information.*
442-333-3R2B ST T 07:00A-01:00P 01/25-05/10
See below for additional course information.*
442-333-3R2C ST W 07:00A-01:00P 01/24-05/09
See below for additional course information.*
442-333-3R2D ST Th 07:00A-01:00P 01/20-05/05
See below for additional course information.*
442-333-3R2E ST M 11:20A-05:20P 01/24-04/04
See below for additional course information.*
442-333-3R2F ST T 11:20A-05:20P 01/25-04/05
See below for additional course information.*
442-333-3R2G ST W 11:20A-05:20P 01/19-05/04
See below for additional course information.*
442-333-3R2H ST Th 11:20A-05:20P 01/20-03/31
See below for additional course information.*

*All students are required to attend the first day of class for orientation.

Elkhorn
442-333-3E61 SP W 04:00P-08:00P 01/19-05/04
If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.
442-333-3E62 SP M 04:00P-08:00P 01/24-05/09
If class is full, contact instructor, Dan Crifase, at crifased@gtc.edu.
442-333-3E6A SP Th 07:00A-01:00P 01/20-05/05
This course is offered in an individualized flexible format. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.

442-329 Welding/Advanced Oxyacetylene 2.00 CR
S32.96 PREREQUISITES: 442-334 Welding/Oxyacetylene
Provides advanced welding applications in O-A welding, torch cutting and fitting of structural steel and brazing of alloy materials. Includes Gateway Technical College small pipe weld certification.

Racine
442-329-3R21 ST M 04:00P-10:00P 01/24-04/04
See below for additional course information.*
442-329-3R22 ST T 04:00P-10:00P 01/25-04/05
See below for additional course information.*
442-329-3R23 ST W 04:00P-10:00P 01/19-03/30
See below for additional course information.*
442-329-3R24 ST Th 04:00P-10:00P 01/20-03/31
See below for additional course information.*
442-329-3R2A ST M 07:00A-01:00P 01/24-04/04
See below for additional course information.*
442-329-3R2B ST T 07:00A-01:00P 01/25-04/05
See below for additional course information.*
442-329-3R2C ST W 07:00A-01:00P 01/19-03/30
See below for additional course information.*
442-329-3R2D ST Th 07:00A-01:00P 01/20-03/31
See below for additional course information.*
442-329-3R2E ST M 11:20A-05:20P 01/24-04/04
See below for additional course information.*
442-329-3R2F ST T 11:20A-05:20P 01/25-04/05
See below for additional course information.*
442-329-3R2G ST W 11:20A-05:20P 01/19-03/30
See below for additional course information.*
442-329-3R2H ST Th 11:20A-05:20P 01/20-03/31
See below for additional course information.*

*All students are required to attend the first day of class for orientation.

Elkhorn
442-329-3E61 SP W 04:00P-08:00P 01/19-05/04
If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.
442-329-3E62 SP M 04:00P-08:00P 01/24-05/09
If class is full, contact instructor, Dan Crifase, at crifased@gtc.edu.
442-329-3E6A SP Th 07:00A-01:00P 01/20-05/05
This course is offered in an individualized flexible format. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.

442-330 Welding/Advanced Shielded Metal Arc Welding 3.00 CR
S499.44 PREREQUISITES: 442-322 Welding/Shielded Metal Arc Welding
Provides advanced welding applications in SMAW welding with small (3/23 inch) and large (5/32 inch) electrodes hardface, aluminum, structural and pipe applications.

Racine
442-330-3R21 ST M 04:00P-10:00P 01/24-05/09
See below for additional course information.*
442-330-3R22 ST T 04:00P-10:00P 01/25-05/10
See below for additional course information.*
442-330-3R23 ST W 04:00P-10:00P 01/19-05/04
See below for additional course information.*
442-330-3R24 ST Th 04:00P-10:00P 01/20-05/05
See below for additional course information.*
442-330-3R2A ST M 07:00A-01:00P 01/24-05/09
See below for additional course information.*
442-330-3R2B ST T 07:00A-01:00P 01/25-05/10
See below for additional course information.*
442-330-3R2C ST W 07:00A-01:00P 01/19-05/04
See below for additional course information.*
442-330-3R2D ST Th 07:00A-01:00P 01/20-05/05
See below for additional course information.*
442-330-3R2E ST M 11:20A-05:20P 01/24-05/09
See below for additional course information.*
442-330-3R2F ST T 11:20A-05:20P 01/25-05/10
See below for additional course information.*
442-330-3R2G ST W 11:20A-05:20P 01/19-05/04
See below for additional course information.*
442-330-3R2H ST Th 11:20A-05:20P 01/20-05/05
See below for additional course information.*

*All students are required to attend the first day of class for orientation.

Elkhorn
442-330-3E61 SP W 04:00P-08:00P 01/19-05/04
If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.
442-330-3E62 SP M 04:00P-08:00P 01/24-05/09
If class is full, contact instructor, Dan Crifase, at crifased@gtc.edu.
442-330-3E6A SP W 07:00A-01:00P 01/19-05/04
This course is offered in an individualized flexible format. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
### 442-330-3R2D
- **ST**
- **Th**
- **07:00A-01:00P**
- **01/20-05/05**

See below for additional course information.*

### 442-330-3R2E
- **ST**
- **M**
- **11:20A-05:20P**
- **01/24-05/09**

See below for additional course information.*

### 442-330-3R2F
- **ST**
- **T**
- **11:20A-05:20P**
- **01/25-05/10**

See below for additional course information.*

### 442-330-3R2G
- **ST**
- **W**
- **11:20A-05:20P**
- **01/19-05/04**

See below for additional course information.*

### 442-330-3R2H
- **ST**
- **Th**
- **11:20A-05:20P**
- **01/20-05/05**

See below for additional course information.*

*All students are required to attend the first day of class for orientation.

### Elkhorn
### 442-330-3E61
- **SP**
- **T**
- **06:00P-10:00P**
- **01/25-05/10**

If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.

### 442-330-3E62
- **SP**
- **M**
- **04:00P-10:00P**
- **01/24-05/09**

If class is full, contact instructor, Dan Crifase, at crifased@gtc.edu.

### 442-330-3E6A
- **SP**
- **M**
- **07:00A-01:00P**
- **01/24-05/09**

This course is offered in an individualized flexible format. Students may begin after the official start date of the semester. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.

### Racine
### 442-331-3R2A
- **F**
- **04:45P-09:15P**
- **01/21-05/06**

### Elkhorn
### 442-331-3E61
- **SP**
- **Th**
- **06:00P-10:00P**
- **01/20-05/05**

This course is offered in an individualized flexible format. Students may begin after the official start date of the semester. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.

### Off Campus
### 442-331-3R21
- **ST**
- **TTh**
- **04:00P-07:00P**
- **01/20-04/07**

This course will be held at Burlington High School, 400 McCanna Parkway, Room 174.

### Technical Diploma: Spring

#### 442-323-3R2A
- **ST**
- **M**
- **07:00A-01:00P**
- **01/24-05/09**

See below for additional course information.*

#### 442-323-3R2B
- **ST**
- **T**
- **07:00A-01:00P**
- **01/25-05/10**

See below for additional course information.*

#### 442-323-3R2C
- **ST**
- **W**
- **07:00A-01:00P**
- **01/19-05/04**

See below for additional course information.*

#### 442-323-3R2D
- **ST**
- **Th**
- **07:00A-01:00P**
- **01/20-05/05**

See below for additional course information.*

#### 442-323-3R2E
- **ST**
- **M**
- **11:20A-05:20P**
- **01/24-05/09**

See below for additional course information.*

#### 442-323-3R2F
- **ST**
- **T**
- **11:20A-05:20P**
- **01/25-05/10**

See below for additional course information.*

#### 442-323-3R2G
- **ST**
- **W**
- **11:20A-05:20P**
- **01/19-05/04**

See below for additional course information.*

#### 442-323-3R2H
- **ST**
- **Th**
- **11:20A-05:20P**
- **01/20-05/05**

See below for additional course information.*

*All students are required to attend the first day of class for orientation.

### Elkhorn
### 442-323-3E61
- **SP**
- **T**
- **04:00P-10:00P**
- **01/25-05/10**

If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.

### 442-323-3E62
- **SP**
- **M**
- **04:00P-10:00P**
- **01/24-05/09**

If class is full, contact instructor, Dan Crifase, at crifased@gtc.edu.

### 442-323-3E6A
- **SP**
- **T**
- **07:00A-01:00P**
- **01/25-05/10**

This course is offered in an individualized flexible format. Students may begin after the official start date of the semester. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.

#### 442-321-3R2A
- **F**
- **04:45P-09:15P**
- **01/21-05/06**

#### 442-321-3R2B
- **ST**
- **M**
- **04:00P-10:00P**
- **01/24-05/09**

See below for additional course information.*

#### 442-321-3R2C
- **ST**
- **T**
- **04:00P-10:00P**
- **01/25-05/10**

See below for additional course information.*

#### 442-321-3R2D
- **ST**
- **W**
- **04:00P-10:00P**
- **01/19-05/04**

See below for additional course information.*

#### 442-321-3R2E
- **ST**
- **Th**
- **04:00P-10:00P**
- **01/20-05/05**

See below for additional course information.*

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Technical Diploma: Spring

107
442-323-3R2A ST M 07:00A-11:00A 01/19-05/04
If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.

442-323-3R2B ST T 11:20A-03:20P 01/24-05/09

442-323-3R2C ST W 07:00A-01:00P 01/24-05/09

442-323-3R2D ST Th 07:00A-01:00P 01/19-05/04

442-323-3R2E ST M 11:20A-05:20P 01/24-05/09

442-323-3R2F ST T 11:20A-05:20P 01/25-05/10

442-323-3R2G ST W 11:20A-05:20P 01/19-05/04

442-323-3R2H ST Th 11:20A-05:20P 01/20-05/05

442-334-3R2A ST M 07:00A-11:00A 01/19-05/04
If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.

442-334-3R2B ST T 07:00A-11:00A 01/24-05/09

442-334-3R2C ST W 07:00A-11:00A 01/25-05/10

442-334-3R2D ST Th 07:00A-11:00A 01/20-05/05

This course is offered in an individualized flexible format. Students may begin after the official start date of the semester. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.

Students are required to attend the first day of class for orientation.

Elkhorn

442-334-3R2A ST M 07:00A-11:00A 01/19-05/04
If class is full, contact instructor, Ken Karwowski, at 262-741-8368 or karwowskik@gtc.edu.

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
### Provides Gateway Technical College welding certification.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Campus</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
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</table>

**Tungsten Arc Certification**: 2.00 CR

<table>
<thead>
<tr>
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<th>Campus</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
</table>

**Technical Diploma: Spring**

<table>
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<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
</table>

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*All students are required to attend the first day of class for orientation.

**Elkhorn**

<table>
<thead>
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<th>Course Code</th>
<th>Campus</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
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</thead>
</table>

**Welding/Pipe Oxyacetylene Fitting**: 1.00 CR

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Campus</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
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</thead>
</table>

**ACCELERATED**: 2.00 CR

<table>
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<th>Course Code</th>
<th>Campus</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
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</table>

**STacked Class**: 2.00 CR

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Campus</th>
<th>Days</th>
<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
</tr>
</thead>
</table>

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See below for additional course information.

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If class is full, contact instructor, Dan Crifase, at crifased@gtc.edu.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Time</th>
<th>Day(s)</th>
<th>Start Date</th>
<th>End Date</th>
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</thead>
<tbody>
<tr>
<td>442-344-3E61</td>
<td>Welding/Pipe Shielded Metal Arc Certification</td>
<td>04:40P-08:00P</td>
<td>Th</td>
<td>01/20-05/05</td>
<td>01/20-05/05</td>
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<tr>
<td>442-327</td>
<td>Welding/Robotic Advanced GMAW</td>
<td>04.00 CR</td>
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<tr>
<td>442-326</td>
<td>Welding/Robotic Advanced GTA W</td>
<td>04.00 CR</td>
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<tr>
<td>442-328</td>
<td>Welding/Robotic and Plasma Welding</td>
<td>02.00 CR</td>
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<tr>
<td>442-335</td>
<td>Welding/Robotic Program and Plasma Cutting</td>
<td>02.00 CR</td>
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</tbody>
</table>

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This course is offered in an individualized flexible format. Students may begin after the official start date of the semester. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>442-322</td>
<td>Welding/Shielded Metal Arc Welding</td>
<td>3.00</td>
</tr>
</tbody>
</table>

PREREQUISITES: NONE

(SMAW, Stick, Stick-Arc) Instructs in basic safety, equipment usages and procedures with five basic welding electrodes in four basic welding positions. Provides considerable hands-on experience as well as technical information. Allows for simulated structural steel welding certification opportunity.

### Racine

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
<th>Time</th>
<th>Start Date</th>
</tr>
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<tbody>
<tr>
<td>442-322-3R21</td>
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<td>04:00P-10:00P</td>
<td>01/24-05/09</td>
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<tr>
<td>442-322-3R22</td>
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<td>04:00P-10:00P</td>
<td>01/25-05/10</td>
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<tr>
<td>442-322-3R23</td>
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<td>04:00P-10:00P</td>
<td>01/19-05/04</td>
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<tr>
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<td>442-322-3R2H</td>
<td>Th</td>
<td>11:20A-05:20P</td>
<td>01/20-05/05</td>
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<tr>
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### Elkhorn

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Day</th>
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<tbody>
<tr>
<td>442-322-3E61</td>
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<td>04:00P-10:00P</td>
<td>01/25-05/10</td>
</tr>
<tr>
<td>If class is full, contact instructor, Ken Karowski, at 262-741-8368 or <a href="mailto:karowskik@gtc.edu">karowskik@gtc.edu</a>.</td>
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<tr>
<td>442-322-3E62</td>
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<td>04:00P-10:00P</td>
<td>01/24-05/09</td>
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<tr>
<td>If class is full, contact instructor, Dan Crifase, at <a href="mailto:crifased@gtc.edu">crifased@gtc.edu</a>.</td>
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<td>442-322-3E6A</td>
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<td>01/24-05/09</td>
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<tr>
<td>This course is offered in an individualized flexible format. Students may begin after the official start date of the semester. Each student will meet with the instructor to establish a class schedule. For more information, call 262-741-8432 for day class information.</td>
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## Academic Preparation: Spring Subject Index

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<tr>
<td>General College: Comm Skills</td>
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<tr>
<td>General College: Mathematics</td>
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<tr>
<td>General College: Reading</td>
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<tr>
<td>General College: Success</td>
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<tr>
<td>Mathematics</td>
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<tr>
<td>Pre-Algebra</td>
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<td>Prep for Basic Chemistry</td>
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<tr>
<td>Prep for Basic Chemistry</td>
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## Academic Preparation: Spring Course Index

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<tr>
<td>Algebra/Pre Technical</td>
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<tr>
<td>College Success</td>
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<td>Mathematics/Pre Technical</td>
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<tr>
<td>Pre-Algebra</td>
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<tr>
<td>Prep for Basic Chemistry</td>
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<tr>
<td>Pre-Technical Reading</td>
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<tr>
<td>Pre-Technical Writing</td>
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<tr>
<td>Reading &amp; Study Skills, Intro</td>
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<tr>
<td>Writing, Intro</td>
<td>113</td>
</tr>
<tr>
<td>Writing/Pre-College</td>
<td>113</td>
</tr>
</tbody>
</table>
English

851-760 Pre-Technical Writing 2.00 CR
$20.96 PREREQUISITES: NONE
Pre-Technical Communication is designed to enable students to learn or review their basic grammar and language skills in order to deal more effectively with coursework in future vocational programs. Instruction emphasizes usage and clarity, sentence and paragraph construction, and punctuation and writing.

Racine
851-760-3R11 M 05:50P-09:50P 01/24-05/09
851-760-3R12 T 05:50P-09:50P 01/25-05/10
851-760-3R1A TTh 01:30P-03:30P 01/20-05/10
851-760-3R1E S 08:05A-10:05A 01/22-05/07
Elkhorn
851-760-3E1A S 08:05A-10:05A 01/22-05/07
Off Campus
851-760-3Z1A MTW 03:40P-05:40P 02/28-05/10

This course is taught at Waterford Union High School.

851-769 Writing/Pre-College 2.00 CR
$20.96 PREREQUISITES: 851-760 Pre-Technical Writing
This course strengthens foundation competencies in writing. It emphasizes basic grammar, sentence structure, and paragraph development. It prepares students for the writing skills taught in Intro to College Writing.

Kenosha
851-769-3K11 W 05:50P-09:50P 01/19-05/04
851-769-3K1A MW 10:15A-12:15P 01/19-05/09
851-769-3K1B TTh 12:25P-02:25P 01/20-05/10
Racine
851-769-3R11 T 05:50P-09:50P 01/25-05/10
851-769-3R1A MW 01:30P-03:30P 01/19-05/09
851-769-3R1B TTh 10:15A-12:15P 01/20-05/10
Elkhorn
851-769-3E11 M 05:50P-09:50P 01/24-05/09
851-769-3E1A MW 01:30P-03:30P 01/19-05/09
Burlington
851-769-3B11 TTh 06:00P-08:00P 01/20-05/10

General College: Comm Skills

831-103 College Writing, Intro 3.00 CR
$347.44 PREREQUISITES: 851-769 Writing/Pre-College
Introduces basic principles of composition, including organization, development, unity, and coherence in paragraphs and multi-paragraph documents.

Kenosha
831-103-3K11 MW 04:45P-06:15P 01/19-05/09
831-103-3K12 M 05:50P-08:50P 01/24-05/09
831-103-3K13 T 06:00P-09:00P 01/25-05/10
831-103-3K1A M 01:30P-04:30P 01/24-05/09
831-103-3K1B W 10:15A-01:15P 01/19-05/04
831-103-3K1C W 01:30P-04:30P 01/19-05/04
831-103-3K9A S 07:00P-10:00P 01/20-05/05
831-103-3K9A S 07:00A-10:00A 01/22-05/07

Racine
831-103-3R11 T 06:00P-09:00P 01/25-05/10
831-103-3R12 Th 06:00P-09:00P 01/20-05/05
831-103-3R1A MW 08:05A-09:35A 01/19-05/09
831-103-3R1B MW 02:35P-04:05P 01/19-05/09
831-103-3R1C TTh 10:15A-11:45A 01/20-05/10
Elkhorn
831-103-3E11 Th 06:00P-09:00P 01/20-05/05
831-103-3E1A MW 12:25P-01:55P 01/19-05/09
831-103-3E1B TTh 09:10A-10:40A 01/20-05/10
Burlington
831-103-3B11 W 06:00P-09:00P 01/19-05/04

General College: Mathematics

834-109 Pre-Algebra 3.00 CR
$347.44 PREREQUISITES: 854-760 Mathematics/Pre-Technical
Provides an introduction to algebra. Includes operations on real numbers, solving linear equations, percent and proportion, and an introduction to polynomials and statistics. Prepares students for elementary algebra and subsequent algebra related courses.

Kenosha
834-109-3K11 Th 06:00P-09:00P 01/20-05/05
834-109-3K12 W 06:00P-09:00P 01/19-05/04
834-109-3K1A TTh 08:05A-09:35A 01/20-05/10
Racine
834-109-3R11 T 06:00P-09:00P 01/25-05/10
834-109-3R12 M 06:00P-09:00P 01/24-05/09
834-109-3R1A MW 12:25P-01:55P 01/19-05/09
Elkhorn
834-109-3E11 W 06:00P-09:00P 01/19-05/04
834-109-3E1A MW 12:25P-01:55P 01/19-05/09

Gen College: Natural Science

836-133 Prep for Basic Chemistry 2.00 CR
$232.96 PREREQUISITES: NONE
Introduces basic principles of chemistry including the properties of matter, atomic structure, and the classification of chemical reactions. Students learn to characterize solutions, acids, and bases, and differentiate between elements and compounds.

Kenosha
836-133-3K1A TTh 09:10A-10:10A 01/20-05/10
Racine
836-133-3R1A MW 03:40P-04:40P 01/19-05/09
General College: Reading

838-105 Reading & Study Skills, Intro 3.00 CR

S347.44 PREREQUISITES: 858-760 Pre-Technical Reading
This course provides learners with opportunities to develop study skills and expand reading skills including comprehension, fluency, and vocabulary skills. Learners apply reading skills to academic tasks and read to acquire information from a variety of sources.

Kenosha
838-105-3K11 T 06:00P-09:00P 01/25-05/10
838-105-3K12 W 06:00P-09:00P 01/19-05/04
838-105-3K1A MW 09:10A-10:40A 01/19-05/09
838-105-3K1B TTh 12:25P-01:55P 01/20-05/10
838-105-3K1C F 08:05A-11:05A 01/21-05/06

Elkhorn
838-105-3E11 T 06:00P-09:00P 01/25-05/10
838-105-3E1A MW 11:20A-12:50P 01/19-05/09

General College: Success

835-104 College Success 2.00 CR

S232.96 PREREQUISITES: NONE
This course provides learners with strategies to develop skills for success in college. Learners will apply self management techniques, explore resource management strategies, and learn about ways to improve personal effectiveness.

Kenosha
835-104-3K1A F 11:20A-01:20P 01/21-05/06

Elkhorn
835-104-3E1A W 02:35P-04:35P 01/19-05/04

Mathematics

854-769 Algebra Pre-College 2.00 CR

S20.96 PREREQUISITES: 854-761 Algebra/Pre Technical
Pre College Algebra is a beginning and/or review course which prepares the student for college level mathematics. The course covers basic mathematical operations applied to signed numbers and algebraic functions and also includes operations with polynomials. Factoring, linear and quadratic equations, formulas, and formula manipulation are also included.

Kenosha
854-769-3K1A F 08:05A-12:05P 01/21-05/06

Elkhorn
854-769-3E1A TTh 06:00P-08:00P 01/19-05/09

Reading

854-761 Algebra/Pre Technical 2.00 CR

$20.96 PREREQUISITES: 854-760 Mathematics/Pre Technical
A basic algebra course which covers algebraic expressions, polynomials, factoring, operations with integers, solving equations, and word problems.

Racine
854-761-3R1A TTh 08:05A-10:05A 01/20-05/10

Elkhorn
854-761-3E1A TTh 10:15A-12:15P 01/20-05/10

854-760 Mathematics/Pre Technical 2.00 CR

$20.96 PREREQUISITES: 854-750 Mathematics 200
Pre-Technical Mathematics is a course designed to enable students to improve and enhance their mathematical skills in order to deal more effectively with mathematics in a future program. Material to be covered includes basic operations with fractions, decimals, and percents. Also included will be work with pre-geometry (measurement involving perimeter, circumference, area and volume).

Racine
854-760-3R11 Th 05:50P-09:50P 01/20-05/10
854-760-3R1A MW 08:05A-10:05A 01/19-05/09
854-760-3R1B W 08:05A-10:05A 01/20-05/10
854-760-3R1C TTh 01:30P-04:45P 03/08-05/10
854-760-3R1D TTh 10:15A-12:15P 01/20-05/10
854-760-3R1E S 10:15A-12:15P 01/22-05/07

Elkhorn
854-760-3E11 MW 06:55P-08:55P 01/19-05/09
854-760-3E12 TTh 03:40P-05:40P 01/20-05/10
854-760-3E1A Th 04:40P-05:40P 01/20-05/10
854-760-3E1B T 12:25P-02:25P 01/20-05/10
854-760-3E1C TTh 02:25P-04:25P 01/20-05/10

Burlington
854-760-3B11 MW 05:55P-06:55P 01/19-05/09
854-760-3B12 MW 06:55P-07:55P 01/19-05/09

858-760 Pre-Technical Reading 2.00 CR

S PREREQUISITES: 858-750 Reading 200
Pre-Technical Reading is designed to help students improve their ability to read textbooks and other printed work in vocational programs. Students are placed into the course based on Gateway placement test scores and counselor or teacher recommendation. The course provides basic skills instruction, including general vocabulary and comprehension practice, but it emphasizes reading/ study skill techniques necessary for success in Gateway’s courses.

Racine
858-760-3R11 Th 05:50P-09:50P 01/20-05/10
858-760-3R1A MW 08:05A-10:05A 01/19-05/09
858-760-3R1B WF 08:05A-10:05A 01/19-05/06
858-760-3R1C TTh 01:30P-04:45P 03/08-05/10
858-760-3R1D TTh 10:15A-12:15P 01/20-05/10
858-760-3R1E S 10:15A-12:15P 01/22-05/07

Elkhorn
858-760-3E11 MW 06:55P-08:55P 01/19-05/09
858-760-3E12 TTh 03:40P-04:40P 01/20-05/10
858-760-3E1A Th 04:40P-05:40P 01/20-05/10
858-760-3E1B TTh 12:25P-02:25P 01/20-05/10
858-760-3E1C TTh 01:25P-02:25P 01/20-05/10

Burlington
858-760-3B11 MW 05:55P-06:55P 01/19-05/09
858-760-3B12 MW 06:55P-07:55P 01/19-05/09

Schedule updates can be found in WebAdvisor • www.gtc.edu/webadvisor
# Adult High School: Spring Subject Index

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# Adult High School: Spring Course Index

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<td>Fantasy and Science Fiction I-AHS .5CR</td>
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<td>World Cultures-AHS 1.0 CR</td>
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<td>World Geography-AHS 1.0 CR</td>
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<td>Written Communication Skills-AHS 1.0 CR</td>
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### Career Education

**862-700A** Career Development/Exploration I-AHS .5 Cr  2.00 CR

$4.00  PREREQUISITES: NONE

Using a decision-making framework, students learn to become more self-directed in exploring and planning careers. The students will examine their skills, preferences and values, as well as educational and employment opportunities. A testing fee of $5.00 is payable at the first meeting.

Racine
862-700A-3R1A  MWF  10:15A-12:00P  01/19-03/07
862-700A-3R1B  MWF  10:15A-12:00P  03/21-05/09

### English

**851-710A** English Fundamentals I-AHS .5 CR  2.00 CR

$4.00  PREREQUISITES: NONE

A basic course that provides understanding of English fundamentals as the key to effective communication. Grammar, usage and punctuation are included. Students with good English skills should not enroll. Textbook required.

Racine
851-710A-3R1A  MWF  10:15A-12:00P  01/19-03/07
851-710A-3R1B  TTh  12:25P-02:55P  01/20-03/08
851-710A-3R1C  MWF  09:10A-10:55A  01/19-03/07
851-710A-3R1D  TTh  03:40P-06:10P  03/22-05/10

**851-711A** English Fundamentals II-AHS .5 CR  2.00 CR

$4.00  PREREQUISITES: NONE

This basic course provides an understanding of English fundamentals as the key to effective communication. The emphasis is on the study of English usage through writing. Students with good English skills should not enroll. A textbook is required for this course.

Racine
851-711A-3R1A  MWF  10:15A-12:00P  03/21-05/09
851-711A-3R1B  TTh  12:25P-02:55P  03/22-05/10
851-711A-3R1C  MWF  09:10A-10:55A  03/21-05/09
851-711A-3R1D  MW  02:35P-05:05P  03/21-05/09

**851-700A** English Fundamentals-AHS 1.0 CR  3.00 CR

$4.00  PREREQUISITES: NONE

A basic course that provides understanding of English fundamentals as the key to effective communication. The study of grammar, usage and punctuation are emphasized through the development of writing skills. Students with good English skills should not enroll. Textbook required.

Racine
851-700A-3R11  MW  05:50P-08:20P  01/19-05/09

**851-707A** Fantasy and Science Fiction I-AHS .5CR  2.00 CR

$4.00  PREREQUISITES: NONE

A course designed to enrich and stimulate the student’s interest and appreciation of modern short science fiction and fantasy literature.

Elkhorn
851-707A-3E1A  TTh  12:25P-02:55P  02/03-02/03

**851-718A** Media Mass Communication I-AHS .5 CR  2.00 CR

$4.00  PREREQUISITES: NONE

A course with an analytical approach to understanding advertising, propaganda, mass media, newspapers, television, radio and their effect on society. Textbook may be required.

Racine
851-718A-3R1A  TTh  09:10A-11:40A  01/20-03/08

### History

**853-700A** American History I-AHS .5 CR  2.00 CR

$4.00  PREREQUISITES: NONE

A course of study dealing with the historical, political, economic, and sociocultural aspects of the United States. It will cover the times pre-Columbian to 1812. This course will address some of the above themes as a focal point of learning. Students will practice using thinking, problem solving, and reasoning to analyze meanings of the past in their own lives.

Racine
853-700A-3R1A  MW  12:30P-02:30P  01/19-03/07
853-700A-3R1B  TTh  12:25P-02:55P  01/20-05/10
853-700A-3R1C  MWth  03:40P-06:10P  03/07-05/09
853-700A-3R1D  MW  05:50P-08:20P  01/19-05/09
853-700A-3R1E  TTh  03:40P-06:10P  01/20-05/10

**853-701A** American History II-AHS .5 CR  2.00 CR

$4.00  PREREQUISITES: NONE

A course of study dealing with the historical, political, economic, and sociocultural aspects of the United States. It will cover the time from 1814 to 1865. This course will address some of the above themes as a focal point of learning. Students will practice using thinking, problem solving, and reasoning to analyze meanings of the past in their own lives.

Racine
853-701A-3R1A  MW  12:30P-03:00P  01/19-05/09

**853-702A** American History III-AHS .5 CR  2.00 CR

$4.00  PREREQUISITES: NONE

A course of study dealing with the historical, political, economic, and sociocultural aspects of the United States. It will cover 1865 to 1917. This course will address some of the above themes as a focal point for learning. Students will practice using thinking, problem solving, and reasoning to analyze meanings of the past in their own lives.

Racine
853-702A-3R1A  MW  12:30P-03:00P  03/21-05/09
A course of study dealing with the historical, political, economic, and sociocultural aspects of the United States. It will cover 1918 to the present. This course will address some of the above using themes as a focal point for learning. Students will practice using thinking, problem solving and reasoning to analyze meanings of the past in their own lives.

### Mathematics

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<th>Days</th>
<th>Time</th>
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<th>End Date</th>
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<tr>
<td>856-703A</td>
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<td>03:40P-06:40P</td>
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<th>Time</th>
<th>Start Date</th>
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<th>Time</th>
<th>Start Date</th>
<th>End Date</th>
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<th>Days</th>
<th>Time</th>
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<th>End Date</th>
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### Contemporary American Problems

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<th>Days</th>
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<th>Start Date</th>
<th>End Date</th>
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<tr>
<td>859-711A</td>
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<th>Days</th>
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### American Government

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### Civic Literacy

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### American History

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<td>859-702A</td>
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</table>

America has evolved from an expansion colony to the most powerful nation in the world. Along the way there have been multitudes of issues that it has had to address. Students will study the causes that have contributed to several of these contemporary issues and analyze a number of possible solutions to these concerns. Understanding the perspective of others will be emphasized as these issues are explored. The issues examined in Part I will be independent of those which will be investigated in Part II, however each issue will be explored chronologically in either section.

Racine
- 859-712A-3R11  T  04:45P-07:15P  01/25-05/10
- 859-712A-3R1A  TTh  11:20A-01:50P  03/22-05/10

Racine
- 859-708A-3R1A  TTh  08:05A-10:35A  01/20-05/10
- 859-708A-3R1B  MW  02:35P-05:05P  01/19-05/09

Racine
- 859-709A-3R11  MW  05:50P-08:20P  01/19-05/09

Racine
- 859-703A-3R1A  MWF  08:05A-09:35A  01/19-05/09
- 859-703A-3R1B  MW  12:25P-02:55P  01/19-05/09

Racine
- 859-702A-3E1A  MWF  10:15A-12:45P  02/28-05/09
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Air Conditioning, Heating, & Refrigeration Technology

601-413  Torque Applications

$73.35  PREREQUISITES: NONE

This course introduces the student to Torque Technology. The student will be introduced to torque equipment, torque theory, tool safety and basic bolting practices. The student will utilize Mechanical, Electronic and Hydraulic torque tools and equipment in lab environment to achieve proficiency in torque techniques and tool application. Upon successful completion of practical and written examination the student will receive Snap On and Hytorc Tool Certification.

Kenosha
601-413-3K11  M  05:00P-09:10P  01/24-02/28
601-413-3K1A  W  09:10A-12:30P  01/19-02/23

Driver Education

812-436  Traffic Safety Point Reduction Theory

$65.70  Instructor consent required

PREREQUISITES: NONE

This course encourages students to examine their driving habits and practices that are detrimental to their safety and well-being. Students discuss legal issues and how attitudes affect the safe operation of a motor vehicle. Defensive driving techniques and crash avoidance strategies are also discussed. Students who satisfactorily complete the course will be entitled to a three-point reduction on their driving record. Finally, each student develops a personal change plan of action to avert future traffic violations.

Kenosha
812-436-3K11  M  06:30P-09:30P  03/01-04/18
812-436-3K12  M  09:30A-12:30P  03/01-04/18

812-436-3K11  TTh  06:30P-09:30P  03/01-04/18
812-436-3K12  TTh  09:30A-12:30P  03/01-04/18

812-436-3K11  M  06:30P-09:30P  03/21-04/18
812-436-3K12  M  09:30A-12:30P  03/21-04/18

812-436-3K11  TTh  06:30P-09:30P  03/21-04/18
812-436-3K12  TTh  09:30A-12:30P  03/21-04/18

307-420  Fundamentals of Infant/Toddler Care-15 Hours

$46.40  PREREQUISITES: NONE

Students learn developmentally appropriate caregiving strategies based on principles of infant/toddler growth and development, with a focus on licensing regulations. This course meets DHSS certification requirements for infant/toddler teachers.

Kenosha
307-420-3K11  AC  M  06:30P-09:30P  03/21-04/18
307-420-3R11  AC  W  06:30P-09:25P  03/23-04/20

307-404  Skills and Strategies for Child Care Teachers

$115.30  PREREQUISITES: NONE

Students learn to plan developmentally appropriate schedules, learning activities, effective environments, and positive guidance strategies, with a focus on professionalism. This course meets DHSS certification requirements for teachers.

Kenosha
307-404-3K11  AC  TTh  06:30P-09:25P  03/22-05/05
307-404-3R11  AC  TTh  06:30P-09:25P  03/22-05/05

Emergency Medical Service

531-498  Advanced Cardiac Life Support Instr

$25.20  PREREQUISITES: NONE

This course introduces teaching techniques, required objectives and renewal requirements of the American Heart Association for this advanced life support level course.

Burlington
531-498-3B11  AC  M  05:00P-08:55P  01/10-01/12
531-498-3R11  ST  W  06:00P-09:55P  01/19-05/04

Fire Technology

503-847  Certified Fire Inspector Parts 1 & 2

$163.00  PREREQUISITES: NONE

This course deals with the NFPA 1031 Standard for Professional Qualifications for Fire Inspector. Subjects dealt with include: fire prevention principles, roles and responsibilities of the fire inspector, procedures, liabilities, fundamentals of building construction, fire protection systems, industrial/commercial processes, hazardous materials markings, NFPA standards, Comm 10-14, the State Building and Fire Codes, and written/oral communications.

Racine
503-847-3R21  ST  W  06:00P-09:55P  01/19-05/04
This course meets the Department of Commerce standard for new fire equipment operators. Part 2 deals with the pumping and hydraulics operations associated with fire department apparatus. Included are: hydraulics rules, pump operations, pump panel components, nozzles and water flow, hands-on pumping, scenarios.

**Off Campus**

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**503-495 Fire Officer I - Certification**

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**503-422 Fire Service Instructor I**

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**503-804 Firefighter I Certification**

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See below for additional course information.*

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See below for additional course information.*

*This class will also meet two Saturdays - actual dates to be determined. Students must have successfully completed 24 hours of hazardous materials operations (503-418) in order to be eligible to participate in the Firefighter I certification exam. Contact the bookstore to purchase REQUIRED textbooks. This is a non-credit ACE course. It does not transfer into the Fire Protection Technician Associate Degree Program. Students must provide their own turnout gear and breathing apparatus.
818-401-3R9A  S  08:00A-01:00P  02/19-03/12
818-401-3R9B  S  08:00A-01:00P  03/26-04/16

Elkhorn
818-401-3E11  W  05:50P-08:50P  01/19-03/02
818-401-3E12  M  07:00P-10:00P  01/24-03/07
818-401-3E13  W  05:50P-08:50P  03/09-05/04
818-401-3E14  M  07:00P-10:00P  03/21-05/09

No class April 25

818-401-3E9A  S  08:00A-01:00P  03/26-04/16
818-401-3E9B  S  08:00A-01:00P  04/22-05/10

Burlington
818-401-3B1A  W  09:10A-12:10P  03/02-03/10
818-401-3B1B  W  09:10A-12:10P  03/09-05/04

No class March 16

818-401-3B9A  TBA  08:00A-01:00P  02/22-03/10
818-401-3B9B  S  08:00A-01:00P  04/02-04/30

No class April 23, 2011

818-401-3Z11  W  06:00P-09:30P  02/02-03/09
818-401-3Z12  W  06:00P-09:30P  04/13-05/18

818-401A  Group Dynamics for Spanish Speaking
$202.20  Instructor consent required
PREREQUISITES: NONE
This class is taught in Spanish. The Group Dynamics course is certified by the Wisconsin Department of Transportation for individuals who have received one Operating While Intoxicated (OWI) conviction and have been assessed as an Irresponsible Drinker. The course deals with OWI laws, effects of alcohol/drugs, and different types of drinking behaviors. Students will examine their own drinking/driving behaviors and develop a personal change plan to help them avoid further OWI related behavior. Students need to have a current assessment before registering and must bring a copy of the assessment papers with them when registering.

Kenosha
818-401A-3K99  S  08:00A-01:00P  03/26-04/16

Spanish spoken

818-402  Juvenile AODA Education Theory
$47.45  Instructor consent required
PREREQUISITES: NONE
Provide an educational setting for participants to explore their relationships to alcohol and other drugs. Participants will have an opportunity to develop a personal change plan that promotes an alcohol and other drug-free lifestyle.

Racine
818-402-3R11  Th  05:50P-08:20P  01/20-02/17
818-402-3R12  T  04:30P-06:55P  04/12-05/17

No class April 26

Elkhorn
818-402-3E11  W  05:50P-08:20P  03/30-04/27

Burlington
818-402-3B11  W  05:50P-08:20P  02/26-03/23
818-402-3B9A  S  09:00A-12:10P  04/30-05/21

818-403  Multiple Offender Program Theory
$288.40  Instructor consent required
PREREQUISITES: NONE
The MOP Traffic Safety School program is a highly intensive series of sessions using principles of effective group process and individual evaluation techniques necessary to accomplish stated objectives. Participants are individuals convicted of more than one operating while impaired offense or other alcohol and other drug abuse traffic-related offense. Ref. D.O.T. 106.3(5)(Q).

Kenosha
818-403-3K11  MW  05:50P-08:50P  04/04-05/09

No class April 25

Racine
818-403-3R11  TTh  05:50P-08:50P  03/04-04/05
818-403-3R9A  S  08:00A-01:00P  03/26-05/07

No class April 23

Elkhorn
818-403-3E11  TTh  06:55P-09:55P  03/04-05/05

No class March 1

818-403-3E12  TTh  06:55P-09:55P  04/05-05/05

Burlington
818-403-3B11  Th  07:00P-10:00P  02/24-05/05

No class March 17

997-483  Career Search Workshop
$50.00  PREREQUISITES: NONE
A six hour workshop (two or three sessions) designed to assist adults in life and career decisions. Participants will be encouraged to explore career alternatives by identifying their interests, values, marketable skills and past experiences, using them to shape the future of their lives. Students must register for this course prior to the first class meeting. Students must attend all dates & times indicated for the section.

Kenosha
997-483-3KD1  Th  03:30P-06:30P  02/26-04/14
997-483-3KDA  F  09:00A-12:00P  02/04-04/11
997-483-3KDB  WTh  01:30P-04:30P  03/02-03/03

Racine
997-483-3RD1  T  04:00P-07:00P  02/04-03/05
997-483-3RDA  W  09:00A-12:00P  02/16-03/23
997-483-3RDB  Th  01:00P-04:00P  03/08-03/10

Elkhorn
997-483-3ED1  M  03:40P-06:40P  02/28-03/07
997-483-3EDA  W  12:25P-03:25P  02/02-02/09

Burlington
997-483-3BDA  Th  09:10A-12:10P  04/07-04/14

818-401A

818-402

818-403

818-401A

818-402

818-403

818-401A

818-402

818-403

509-433  Medical Assisting Re-Entry Assessment
$25.20  PREREQUISITES: NONE
This is a mini course for students who have had a lapse between first and second semester medical assisting course. This class will enable the student to demonstrate previously learned skills in order to proceed to second semester.

Racine
509-433-3R1A  TBA  08:30A-12:30P  01/19-05/10
509-433-3R1B  TBA  08:30A-12:30P  01/19-05/10
Motorcycle/Moped Driver Ed

816-420C Basic Motorcycle Rider - 16 Hr

S220.02 PREREQUISITES: NONE

This motorcycle rider course is designed for beginning riders. The course was developed by the Motorcycle Safety Foundation and approved by the Wisconsin Department of Transportation. It consists of six hours of classroom and ten hours of on-cycle instruction, including the following introduction to motorcycling: Motorcycle controls, riding the motorcycle, basic motorcycle maneuvers, basic street riding, increasing riding skills, and maintenance and insurance. Helmets and lightweight motorcycles for class will be provided.

Kenosha

816-420C-3K11
T 05:00P-08:00P 05/10/05/17
W 05:00P-08:30P 05/11/05/25

816-420C-3K12
T 05:00P-08:00P 05/10/05/17
Th 05:00P-08:30P 05/12/05/26

816-420C-3K1A
M 08:00A-11:00A 04/11/04/11
M 12:00P-05:00P 04/11/04/11
T 02:00P-05:00P 04/12/04/12
W 08:00A-01:00P 04/13/04/13

816-420C-3K1B
M 08:00A-11:00A 04/11/04/11
T 08:00A-01:00P 04/12/04/12
T 02:00P-05:00P 04/12/04/12
Th 08:00A-01:00P 04/14/04/14

816-420C-3K1C
M 08:00A-11:00A 04/18/04/18
M 08:00A-01:00P 04/18/04/18
T 02:00P-05:00P 04/19/04/19
W 08:00A-01:00P 04/20/04/20

816-420C-3K1D
M 08:00A-11:00A 04/18/04/18
T 08:00A-01:00P 04/19/04/19
T 02:00P-05:00P 04/19/04/19
Th 08:00A-01:00P 04/21/04/21

816-420C-3K9A
F 06:00P-09:00P 04/08/04/08
S 07:00A-11:00A 04/09/04/09
S 12:00P-03:00P 04/09/04/09
Su 07:30A-12:30P 04/10/04/10
Su 01:00P-02:00P 04/10/04/10

816-420C-3K9B
F 06:00P-09:00P 04/08/04/08
S 07:00A-11:00A 04/09/04/09
S 12:00P-03:00P 04/09/04/09
Su 07:30A-12:30P 04/10/04/10
Su 01:00P-02:00P 04/10/04/10

816-420C-3K9C
F 06:00P-09:00P 04/15/04/15
S 07:00A-11:00A 04/16/04/16
S 12:00P-03:00P 04/16/04/16
Su 07:30A-12:30P 04/17/04/17
Su 01:00P-02:00P 04/17/04/17

816-420C-3K9D
F 06:00P-09:00P 04/15/04/15
S 07:00A-11:00A 04/16/04/16
S 12:00P-03:00P 04/16/04/16
Su 07:30A-12:30P 04/17/04/17
Su 01:00P-02:00P 04/17/04/17

816-420C-3K9E
F 06:00P-09:00P 04/29/04/29
S 07:00A-11:00A 04/30/04/30
S 12:00P-03:00P 04/30/04/30
Su 07:30A-12:30P 05/01/05/01
Su 01:00P-02:00P 05/01/05/01

816-420C-3K9F
F 06:00P-09:00P 04/29/04/29
S 07:00A-11:00A 04/30/04/30
S 12:00P-03:00P 04/30/04/30
Su 07:30A-12:30P 05/01/05/01
Su 01:00P-02:00P 05/01/05/01

816-420C-3K9G
S 08:00A-11:00A 05/07/05/14
S 12:00P-05:00P 05/07/05/14

816-420C-3K9H
S 08:00A-11:00A 05/07/05/14
Su 07:30A-12:30P 05/08/05/15
816-420C-3K9I
S 12:00P-03:00P 05/07/05/14
Su 07:30A-12:30P 05/08/05/15
Su 01:00P-06:00P 05/08/05/15

Nursing and Nursing Related

510-407 Blood Pressure Measurement Techniques

$30.56 PREREQUISITES: NONE

The student will learn techniques of blood pressure measurement endorsed by the American Heart Association as well as prevention and referral concepts. Participants will be eligible for AHA certification as a screener technician.

Kenosha

510-407-3K1A F 07:30A-12:30P 05/06/05/06
F 07:30A-12:30P 05/13/05/13

Racine

510-407-3R1A F 07:30A-12:30P 01/21/01/21
F 07:30A-12:30P 01/28/01/28

510-802 NCLEX PN Review

$57.00 PREREQUISITES: NONE

The purpose of this course is to provide a resource to the student who graduated from a PN program in order to optimize their chances of passing the NCLEX examination. This will be accomplished by addressing students learning needs, identifying probable NCLEX test question, providing test taking strategies and reviewing related pathophysiology, physiology and pharmacology.

Kenosha

510-802-3K1A TWThF 09:00A-02:00P 01/11/01/14

510-801 NCLEX RN Review

$57.00 PREREQUISITES: NONE

Purpose: The purpose of this course is to provide a resource to the student who graduated from a RN program in order to optimizing their chances of passing the NCLEX examination. This will be accomplished by addressing students learning needs, identifying probable NCLEX test question, providing test taking strategies and reviewing related pathophysiology, physiology, and pharmacology.

Kenosha

510-801-3K1A TWThF 09:00A-02:00P 01/11/01/14
510-804 Nursing: Assessment Skills Review
$30.56 PREREQUISITSES: NONE
This course is designed for students needing to review assessment skills. This may be used for remediation, practice or testing. Review of skills, practice of skills, and case study are provided. Students will demonstrate competence by completing a physical assessment using simulation technology (METI) and completing a randomly chosen skill.

Kenosha
510-804-3K1A TBA TBA-TBA 01/19-05/10
Please check on blackboard for further information regarding the expectations for this class.

510-805 TEAS TEST
$20.00 PREREQUISITSES: 806-177 General Anatomy and Physiology
The Test of Essential Academic Skills (TEAS) measures basic essential skills in the academic content area domains of Reading, Mathematics, Science, and English and Language Usage. Passing the TEAS test is required in order to submit a petition to enter the Nursing Program Technical Studies (543-XXX) courses. A score of at least fifty percent (50%) on each component (Reading, Math, Science and English) of the TEAS is considered a passing score.

Kenosha
510-805-3K1A M 05:00P-09:00P 01/03-01/03
510-805-3K12 M 05:00P-09:00P 03/07-03/07
510-805-3K13 M 05:00P-09:00P 04/04-04/04
510-805-3K14 M 05:00P-09:00P 05/02-05/02
510-805-3K1A M 08:00A-12:00P 01/03-01/03
510-805-3K1B M 01:00P-05:00P 01/03-01/03
510-805-3K1C T 08:00A-12:00P 01/04-01/04
510-805-3K1D T 01:00P-05:00P 01/04-01/04
510-805-3K1E W 08:00A-12:00P 01/05-01/05
510-805-3K1F W 01:00P-05:00P 01/05-01/05
510-805-3K1G Th 08:00A-12:00P 01/06-01/06
510-805-3K1H Th 01:00P-05:00P 01/06-01/06
510-805-3K1I M 08:00A-12:00P 03/07-03/07
510-805-3K1J M 01:00P-05:00P 02/07-02/07
510-805-3K1K T 08:00A-12:00P 03/08-03/08
510-805-3K1L T 01:00P-05:00P 03/08-03/08
510-805-3K1M W 08:00A-12:00P 03/09-03/09
510-805-3K1N W 01:00P-05:00P 03/09-03/09
510-805-3K1O Th 08:00A-12:00P 03/10-03/10
510-805-3K1P Th 01:00P-05:00P 03/10-03/10
510-805-3K1Q M 08:00A-12:00P 04/04-04/04
510-805-3K1R M 01:00P-05:00P 04/04-04/04
510-805-3K1S M 08:00A-12:00P 05/02-05/02
510-805-3K1T M 01:00P-05:00P 05/02-05/02

Burlington
510-805-3B11 T 04:00P-08:00P 01/11-01/11
510-805-3B12 T 04:00P-08:00P 03/08-03/08
510-805-3B1A M 08:00A-12:00P 01/10-01/10
510-805-3B1B M 01:00P-05:00P 01/10-01/10
510-805-3B1C T 08:00A-12:00P 01/11-01/11
510-805-3B1D W 08:00A-12:00P 01/12-01/12
510-805-3B1E W 01:00P-05:00P 01/12-01/12
510-805-3B1F Th 08:00A-12:00P 01/13-01/13
510-805-3B1G Th 01:00P-05:00P 01/13-01/13
510-805-3B1H M 08:00A-12:00P 03/07-03/07
510-805-3B1I M 01:00P-05:00P 03/07-03/07
510-805-3B1J T 08:00A-12:00P 03/08-03/08
510-805-3B1K W 08:00A-12:00P 03/09-03/09
510-805-3B1L W 01:00P-05:00P 03/09-03/09

510-805-3B1M Th 08:00A-12:00P 03/10-03/10
510-805-3B1N Th 01:00P-05:00P 03/10-03/10

510-803 Test Taking Strategies for Nursing
$14.60 PREREQUISITSES: NONE
Nursing students will have the opportunity to success in nursing courses throughout the nursing program. Course content includes measures that will assist the student to prepare for theory classes, principles of note taking, effective use of clinical case studies, critical thinking skills and test taking strategies as applied to nursing care concepts in the clinical setting.

Kenosha
510-803-3K1A Th 01:30P-05:30P 03/10-03/10
510-803-3K1B T 01:30P-05:30P 02/01-02/01
510-803-3K1C W 01:30P-05:30P 02/16-02/16
510-803-3K1D Th 10:15A-02:15P 03/10-03/10

511-400 Responsible Beverage
$32.00 Instructor consent required
PREREQUISITSES: NONE
The student will understand their legal responsibility in observance of laws which protect against the social, legal and financial liabilities of alcohol services. The operators will realize their ability to positively influence social behavior which relates to misuse of alcohol. Intervention strategies in service of alcohol to those underaged or visibly intoxicated are practiced.

Kenosha
311-400-3K1A F 08:05A-12:05P 02/25-02/25

Racine
311-400-3R12 T 05:50P-09:50P 05/10-05/10

Burlington
311-400-3B1A W 08:05A-12:05P 05/04-05/04
STAY CONNECTED

Keep up with what’s happening at Gateway!

Become a fan on Facebook or follow our tweets on Twitter.

Gateway will be posting campus updates, student activities announcements, and much more for students via student e-mail, Facebook, YouTube, and Twitter.
Horizon Center for Transportation Technology
4940 - 88th Avenue
Kenosha, WI 53144-7467
262.564.3900 / 262.564.3901 FAX
Tutoring

Need tutoring? Do you want to brush up on study habits? Help is at hand! Academic Support Center might be just what you’re looking for. If you’d like to know more about this free service, contact a counselor in Student Services. The Academic Support Center is open during the day as well as some evenings.

Elkhorn Campus ..........................Mary Jane Pyszka, 262.741.8020
Kenosha Campus ..........................Anke Halbach, 262.564.2006
Racine Campus ............................Diane Ingalsbe, 262.619.6216
Burlington Center ..........................Gerry Millette, 262.767.5090

Adult Basic Education

Gateway Technical College is committed to ensuring your success. We partner with you to make sure you can achieve your educational goals that will ultimately improve your chances in the workplace. The Adult Basic Education Learning Center is for those of you who have been away from school too long to remember the basic education skills that you need, as well as providing instruction for our English Language Learner population. The first week of each semester is devoted to orientation to determine level placements and collaboratively plan the goals of our students. We’re also here to serve those who didn’t graduate from high school and want an HSED or GED to move ahead with their lives.

Cost: There is no cost for the Adult Basic Education Learning Center services; however, a nominal fee is charged for administration of the GED/HSED tests. ABE students pursuing a GED/HSED must register in Student Services for a three-day orientation session.

Elkhorn Campus Adult Learning Center:
262.741.8184 • M-TH 8:05 am - 2:05 pm & 5:00 pm - 8:30 pm • Friday 8:05am - 12:05pm

Kenosha Campus Adult Learning Center:
262.564.2796 • M-TH 8:05 am - 2:25 pm & 5:00 pm - 8:30 pm • Friday 8:05 am - 12:05 pm

Racine Campus Adult Learning Center:
262.619.6218 • M-TH 8:05 am - 2:35 pm & 5:00 pm - 8:30 pm • Friday – 8:05 am – 12:05 pm

Burlington Center Adult Learning Center (Also Special Needs and Academic Support):
262.767.5090 • M-TH 8:05 am – 8:30 pm • Friday – 8:05 am – 12:05 pm

Multicultural Program

The Multicultural Program provides leadership that creates a respectfully inclusive environment and enriching learning experience that supports underrepresented minority students in pursuit of educational achievement and career success. The Multicultural Program also offers enriching cultural awareness programs and minority student leadership and development opportunities.

Early Alert: Learn how you are doing in your classes with an Early Alert!
Your instructors will be given the opportunity to provide you with written feedback on your class performance. This will help you to understand areas in which you need to improve and/or where you are doing well. Feedback may recommend that students utilize various academic support services including, the Academic Support Center, Learning Resource Center, faculty advisor, program counselor, career counselor, job placement counselor. Contact Janet Days, Coordinator; daysj@gtc.edu; 262.619.6754

Student Employment Services

Gateway Student Employment Services (S.E.S.) accepts job openings from employers and posts them on our Internet Database called TechConnect. http://vorlon.gtc.edu

The jobs posted are specifically for our current students and graduates.

Please Note: In order to register to utilize TechConnect please email saeso@gtc.edu for a login and password. Registering on TechConnect also means jobs in your program area can be emailed to you. Please visit our S.E.S. homepage for other helpful information on topics including the hidden job market, cover letters, resumes, and interviewing tips (Go to www.gtc.edu, Employment Opportunities, Student Employment Services).
Resume Posting Service (Student Employment Services continued)
Gateway is now working in collaboration with our local Job Centers to offer the Resume Matrix of Southeastern Wisconsin. Any Gateway student or graduate can upload their resume to: www.resumematrix.com. It is advised that your resume be reviewed by a Student Employment Counselor before uploading to the Resume Matrix. Counselor appointments can be made by phone or in person at any Student Services Office. There is no charge for this service.

Career Planning Services
Gateway offers career planning services for those students or potential students who are undecided about a career choice. For dates and times of Career Planning Workshops or to see a career counselor, please call your local campus Student Services Office. No charge for these services.

Credit Transfer with Four-Year Colleges

Starting at Gateway Technical College makes completing a bachelor’s degree affordable, accessible, and convenient. Gateway knows that you want choices and need flexibility.

Credit transfer makes it easy for Gateway associate degree graduates to complete a bachelor’s degree. Gateway Technical College is connected with a number of postsecondary institutions within the state and externally allowing students to transition in a smooth and seamless manner.

The following colleges and universities have partnered with Gateway Technical College to offer credit transfer options:

- Aurora University
- Capella University
- Cardinal Stritch University
- Carroll College
- Carthage College
- Concordia University Wisconsin
- De Vry University
- Franklin University
- George Williams College
- Kaplan University
- Lewis University
- Marian University
- Marquette University
- Milwaukee School of Engineering
- Mount Mary College
- Ottawa University
- Pennsylvania College of Technology
- Silver Lake College
- Southern Illinois University-Carbondale
- St. Cloud State University
- University of Wisconsin-Colleges
- University of Wisconsin-Eau Claire
- University of Wisconsin-Green Bay
- University of Wisconsin-La Crosse
- University of Wisconsin-Madison
- University of Wisconsin-Milwaukee
- University of Wisconsin-Oshkosh
- University of Wisconsin-Parkside
- University of Wisconsin-Platteville
- University of Wisconsin-River Falls
- University of Wisconsin-Stevens Point
- University of Wisconsin-Stout
- University of Wisconsin-Superior
- University of Wisconsin-Whitewater
- Upper Iowa University
- Utah Valley State College

Gateway's emergency notification service. Receive messages to your cell phone and e-mail of serious emergencies affecting Gateway Campus operations.

Even if you’ve signed up in the past, please re-enroll. Visit www.gtc.edu/alertme for more information and to register.
Federal Family Educational Rights and Privacy Act (FERPA)

Gateway Technical College complies with the provisions of FERPA. Prior written consent from you must be obtained before information may be disclosed by Gateway Technical College to third parties unless the information or the individual or group making the request is exempted by the policy and the Family Educational Rights and Privacy Act of 1974. Items that are deemed as directory information may be released.

For complete FERPA regulations and exemptions, go to: www.gtc.edu/ferpa

Gateway Technical College assumes no responsibility or liability for the accuracy of judgment as to whether or not a release of directory information is in the best interest of a student. Likewise, Gateway will assume no responsibility for contacting students who have elected to stipulate directory information as confidential for the subsequent permission to release any information. If you elect to have directory information held confidential, please complete a form which is available at any Student Services Office.
# 2010-2011 Associate Degree Programs at Gateway Technical College
(current as of date printed)

Most programs may be started on any campus.

<table>
<thead>
<tr>
<th>Program</th>
<th>Length of Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting (10-101-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Administrative Professional (10-106-4)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Aeronautics - Pilot Training (10-402-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Air Conditioning, Heating, and Refrigeration Technology (10-501-4)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Architectural - Structural Engineering Technician (10-514-6)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Automated Manufacturing Systems Technician (10-628-3)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Automotive Technology (10-603-3)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Broadcast Captioning (shared program with LTC) (10-175-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Business Management (10-102-3)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Civil Engineering Technology - Highway Technology (10-607-4)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Civil Engineering Technology - Water Resources (10-607-8)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Criminal Justice - Law Enforcement (10-604-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Culinary Arts (10-316-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Diesel Equipment Technology (10-412-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Early Childhood Education (10-307-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Electrical Engineering Technology (10-662-1A)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Biomedical Engineering Technology (Option Area 10-662-1B)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Electromechanical Technology (10-620-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Electronics (10-605-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Fire Protection Technician (10-603-2)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Graphic Communications (10-204-3)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Health Information Technology (10-530-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Horticulture (10-001-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Greenhouse and Floral (Option Area 10-001-1A)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Nursing and Landscaping (Option Area 10-001-1B)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Hotel/Hospitality Management (10-109-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Human Services Associate (10-502-3)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Individualized Technical Studies (10-825-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Technical Studies - Journeymen (10-499-5)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Industrial Mechanical Technician (10-462-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Information Technology - Computer Support Specialist (10-154-3)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Information Technology - Network Specialist (10-150-2)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Information Technology - Programmer/Analyst (10-152-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Information Technology - Web Developer/Administrator (10-152-3)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Instructional Assistant (10-522-2)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Interior Design (10-304-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Judicial Reporting (shared program with LTC) (10-106-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Land Survey Technician (10-607-7)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Marketing (10-104-3)</td>
<td>2 Years</td>
</tr>
<tr>
<td>General Marketing (Option Area 10-104-3A)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Business to Business (Option Area 10-104-3B)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Mechanical Design Technology (10-606-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Mechanical Engineering Tech (Option Area 10-606-1A)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Mecatronics (Option Area 10-606-1B)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Nursing - Associate Degree (ADN/RN) (10-543-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Paramedic Technician (10-531-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Physical Therapist Assistant (10-524-1)</td>
<td>2 Years</td>
</tr>
<tr>
<td>Radiography (10-526-1)</td>
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</tr>
<tr>
<td>Supervisory Management (10-196-1)</td>
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</tr>
<tr>
<td>Surgical Technology (10-512-1)</td>
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<tr>
<td>Technical Communications (10-699-1)</td>
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<tr>
<td>Automotive Maintenance Technician (31-404-3)</td>
<td>1 Year</td>
</tr>
<tr>
<td>Barber/Cosmetologist (31-900-1)</td>
<td>1 Year</td>
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<tr>
<td>Building Trades - Carpenter (31-475-1)</td>
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</tr>
<tr>
<td>CNC Production Technician (31-444-2)</td>
<td>1 Year</td>
</tr>
<tr>
<td>Community Pharmacy Technician (30-536-1)</td>
<td>18 Weeks</td>
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<tr>
<td>Dental Assistant (31-508-1)</td>
<td>1 Year</td>
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<tr>
<td>Diesel Equipment Mechanic (31-412-1)</td>
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<tr>
<td>Emergency Medical Technician (EMT) - Basic (30-531-3)</td>
<td>20 Weeks</td>
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<tr>
<td>EMT - Intermediate (30-531-7)</td>
<td>20 Weeks</td>
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<td>EMT - Intermediate (30-531-8)</td>
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<tr>
<td>EMT - Paramedic (31-531-1)</td>
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<tr>
<td>Facilities Maintenance (31-445-2)</td>
<td>1 Year</td>
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<tr>
<td>Health Unit Coordinator (30-510-3)</td>
<td>16 Weeks</td>
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<tr>
<td>Medical Assistant (31-509-1)</td>
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<tr>
<td>Medical Transcription (31-106-7)</td>
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<tr>
<td>Nursing Assistant (30-543-1)</td>
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<tr>
<td>Office Assistant (31-105-1)</td>
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<tr>
<td>Practical Nursing (31-543-1)</td>
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<tr>
<td>Small Business Entrepreneurship (31-145-1)</td>
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<tr>
<td>* Welding (31-442-1)</td>
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<tr>
<td>Robotics (Option Area 31-442-1A)</td>
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<tr>
<td>Air Conditioning, Heating, and Refrigeration Technology (10-605-4)</td>
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<tr>
<td>Advanced Welding (Option Area 31-442-1B)</td>
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<tr>
<td>Pipe Welding (Option Area 31-442-1C)</td>
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<tr>
<td>Computer Animation (10-810-18)</td>
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<tr>
<td>Digital Photography (10-810-17)</td>
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<tr>
<td>Financial Planning (10-809-4)</td>
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<td>Game Programming (10-810-16)</td>
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<td>Heavy Duty Vehicle Technician (10-810-15)</td>
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<tr>
<td>Multimedia (10-810-2)</td>
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<tr>
<td>Network Security (10-810-10)</td>
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<tr>
<td>Oracle (10-810-4)</td>
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<tr>
<td>Telecommunication Engineering Tech (10-810-14)</td>
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