# **ELECTIVES – Career & Personal Interest**

The Oaks Private School is please to announce the addition of Career and Personal Interest electives to our online high school curriculum lineup. Contact the school office if you wish to enroll in any of these electives.

Phone: 1386-938-1352 Email: tops@theoaksprivateschool.com

#### These electives feature:

- Higher level thinking skills students use critical thinking to apply course concepts to various situations and experiences.
- Motivating review students prepare for tests using an entertaining gaming format.
- Comprehensive instructor's guide enables parents to manage curriculum and monitor student work.
- Engaging learning employs various presentation formats to keep students interested in the subject matter. Includes videos, podcasts, interactive online activities, iTunes™ integration and professional graphics and animation.

One-Half Credit courses: \$200 for 6 months One Credit courses: \$300 for 12 months

Certified teachers are available for \$250 per semester

### Advertising and Sales Promotion – 1 Credit

What comes to mind when you think of marketing? Does a favorite commercial jingle begin to play in your head? Or do you recall the irritating phone call from a company trying to sell you software you already have? No matter what your feelings are about it, there's no denying the sheer magnitude of the marketing industry. Every year companies spend \$200 billion promoting their products and services—and that's in the United States alone! Experts estimate that by the time you turn 65, you will have seen nearly 2 million TV commercials, not to mention radio ads, billboards, and online advertisements. You're familiar with what it's like on the receiving end of a company's marketing efforts, but what's it like on the other side? In this Advertising and Sales Promotions course, you'll learn how marketing campaigns, ads, and commercials are conceived and brought to life. You'll meet some of the creative men and women who produce those memorable ads and commercials. And you'll discover career opportunities in the field to help you decide if a job in this exciting, fast-paced industry is in your future!

# African American History – 1 Credit

How have African Americans shaped the culture of the United States throughout history? Tracing the accomplishments and obstacles of African Americans from the slave trade through emancipation, and to the modern African diaspora, you will learn about the political, economic, social, religious, and cultural factors that have influenced African American life. In African American History, you'll come face to face with individuals who changed the course of history and learn more about slavery, racism, and the Civil Rights Movement. You will also explore how the history of African Americans influences current events today.

### Agrisience 1: Introduction - 1 Credit

In this course, students will learn more about the development and maintenance of agriculture, animal systems, natural resources, and other food sources. Students will also examine the relationship between agriculture and natural resources and the environment, health, politics, and world trade.

#### Agriscience 2: Sustaining Human Life – 1 Credit

Science and technology are revolutionizing may areas of our lives, and agriculture is no exception! From aquaculture to genetic engineering, agriscience is finding new ways to better produce and manage plants, animals, and other natural resources. In Agriscience 2, you'll build on your existing knowledge of plant and animal science and delve deeper into important areas such as soil science and weed management. You'll also explore research on plant and animal diseases as well as the insects and other pests that can impact agricultural enterprises and natural resources.

### American Sign Language 1 A: Introduction - .5 Credit

You probably already know that American Sign Language (ASL) is the predominant language of deaf communities in North America but what you may not realize is that there is much more to ASL than hand gestures. In American Sign Language 1, you will explore the fundamentals of ASL – what is a sign and who uses this language and why? You will learn how to communicate in the real-world using sign language and receive an introduction to deaf culture and the global deaf community. You will also explore the importance of language structure, facial expressions, and body language, all of which play a major role when communicating using ASL.

### American Sign Language 1 B: Learn to Sign – .5 Credit

The predominant sign language of Deaf communities in the United States, American Sign Language is a complex and robust language. American Sign Language 1b: Learn to Sign will introduce you to more of this language and its grammatical structures. You will expand your vocabulary by exploring interesting topics like Deaf education and Deaf arts and culture.

# American Sign Language 2 A: Communicating – .5 Credit

Building upon the prior prerequisite course, emphasis in this course is placed upon comprehension and signing. Learners will also continue to establish their communication skills and foster their understanding of deaf culture. In addition to learning classifiers, glossing, and mouth morphemes, students will explore vocabulary for descriptions, directions, shopping, making purchases, and dealing with emergencies.

### American Sign Language 2 B: Advancing Communication Skills - .5 Credit

Building upon the prior prerequisite course, students will increase their proficiency by learning about sequencing, transitions, role-shifts, and future tenses. Students will learn how to tell a story and ask questions, benefiting with greater exposure to deaf culture. Speed, conversations, signing skills, and cultural awareness are characteristic of this course.

### American Sign Language 3 A: Community and Culture - .5 Credit

As you dive into more advanced ASL signing, including unique grammar features and advanced classifiers and locatives, you'll learn, compose, and present your new-found vocabulary and narratives by immersing yourself in Deaf culture and community. From opinions, slang, and idioms, to using technology and media that offers authentic Deaf perspectives. Explore how travel, cultural differences, and geography affect sign language. And gain a better understanding of Deaf culture by learning important events and examining topics such as education, science, and literature.

# Anatomy and Physiology 1 A: Introduction - .5 Credit

Whether you plan on pursuing a career in health sciences or simply looking to gain an understanding of how the human body works, you'll first need to understand the relationship between anatomy and physiology. Learn how to read your body's story through understanding cell structure and their processes, and discover the functions and purposes of the skeletal, muscular, nervous, and cardiovascular systems, as well as diseases that affect those systems.

## Anatomy and Physiology 1 B: Discovering Form and Function - .5 Credit

Examine the form and function of even more body systems. Learn about the structure, function, and interrelation between the lymphatic, immune, respiratory, digestive, urinary, and endocrine systems. The reproductive system is also discussed along with hereditary traits and genetics. And discover the importance of accurate patient documentation as well as the technology used in the industry.

#### Animation – 1 Credit

Are you inherently creative? Do you have an eye for drawing, technology, and timing? If so, 2D Animation is the course for you! 2D animation creates movement in a two-dimensional artistic space. And in this course, you will learn the necessary skills to do just that. 2D Animation will give you the tools to conceptualize and bring your animation dreams to life! Using a variety of software and design programs, you'll have the power to transform your creative notions into reality! Design, define, and complete a variety of digital design projects including creating your own website! Learning about 2D Animation could lead to a thriving career in the growing world of technology and animation!

### Anthropology I – 1 Credit

What makes us human? Is it our ability to use language? Is it our abstract thinking skills or our use of tools and technology? In Anthropology 1: Uncovering Human Mysteries you will trace the history of homo sapiens and explore our evolutionary trail. This course offers an anthropologic lens to observe our movement from cave dweller to modern human. It sheds light on how we forged our way and developed all of the things that make us human, such as our cultures, languages, and religions. We, as humans in the 21st century, are highly intelligent, innovative people with astounding technological ability—how did we get this way.

# Anthropology 2 – 1 Credit

How does your culture influence you? Find out how different locations shape various cultures and, in turn, how these cultures shape people's lives around the world—from the jungles of the Amazon to the islands of Indonesia. Anthropology II: More Human Mysteries Uncovered provides a fascinating look at this puzzle of culture. Many of our ancient cultures and languages were shaped by the geographical locations of our ancestors, and in this course, you will begin to visualize new ideas about how ancient cultures flourished through examining their views on life, death, art, and survival. In looking back and learning about cultures through the ages, we are better equipped to understand the world around us today.

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# Applied Engineering 1 A: Introduction - .5 Credit

Discover how technology has changed the world around us by pursuing technological solutions to everyday problems. While using scientific and engineering methods, learn how electricity, electronic systems, magnets, and circuits work. Understand the design process and bring your ideas to life. Explore how engineering advances your ideas and the world!

### Applied Engineering 1 B: Solving Problems Together - .5 Credit

The famous Spanish philosopher and writer George Santayana once said, "Those who cannot remember the past are condemned to repeat it." We know from studying history how true this statement is, and the age-old field of archaeology helps us to better understand, through discovery and analysis, how ancient civilizations have shaped the modern world. This fascinating course, Archaeology: Detectives of the Past, explores the various techniques, methods, and theories of this field and illustrates how archaeologists conduct their studies. What is it like to uncover precious artifacts? How are they located and preserved? Find the answer to these questions and more as you learn how ancient discoveries can unlock the secrets of a long and colorful past.

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#### Art in World Cultures - 1 Credit

Who do you think is the greatest artist of all time? Maybe Leonardo da Vinci? Michelangelo? Maybe a more modern artist like Claude Monet or Pablo Picasso? Or is it possible that the greatest artist of all time is actually someone whose name has been lost to history? In Art in World Cultures, you'll learn about some of the greatest artists in the world while creating your own art, both on paper and digitally. This course explores basic principles and elements of art and teaches you how to critique different art works art. And along the way, you will get to discover some traditional art forms from various regions of the world including the Americas, Africa, and Oceania.

# Astronomy 1 A: Introduction – .5 Credit

The universe is truly the last unknown frontier and offers more questions than answers. Why do stars twinkle? Is it possible to fall into a black hole? Will the sun ever stop shining? Since humans first glimpsed into the vastness of the night sky, we have been fascinated with the celestial world of planets and stars. Astronomy: Exploring the Universe introduces you to the engaging world of astronomy. By using online tools, you will examine such topics as the solar system, space exploration, and the Milky Way and other galaxies. The course also explores the history and evolution of astronomy including those basic scientific laws of motion and gravity that have guided astronomers as they made their incredible discoveries of the universe.

### Biotechnology 1 A: Introduction - .5 Credit

How is technology changing the way we live? Is it possible nature can provide all the answers to some of science's most pressing concerns? In Biotechnology 1a: Introduction, you'll learn the basics of biotechnology and evolutionary theory, explore the various ways we store and preserve food, and discover the process of fermentation and microbiology. This course will also cover the importance of breeding plants and hybridization and how early breeding programs led to the study of genetics and an understanding of the function of genes. Finally, you'll delve into early industrial discoveries and explore the developments in biotechnology during the industrial revolution.

# Biotechnology 1 B: Unlocking Nature's Secrets - .5 Credit

The fusion of biology and technology creates an amazing process and offers humanity a chance to significantly improve our existence, while simultaneously creating new challenges. In Biotechnology 1b: Unlocking Nature's Secrets, you'll build on your knowledge from Biotechnology 1a and learn how this field seeks to cure such deadly diseases as cancer and malaria, develop innovative medicine, and effectively feed the world through improved agricultural systems. Learn about some of the challenges biotechnology faces today, such as the growth of antibiotic resistant bacteria and questions about the safety of commercially produced genetically modified organisms (GMOs). You'll research new biotechnologies and learn how they are changing the world we live in, including the environmental benefits of industrial biotechnology.

#### Business Communications 1 A: Introduction – .5 Credit

No matter what career you're planning to pursue, excellent professional communication will be key to your success. Upgrade your abilities in speaking, listening, writing, using and reading body language, and communicating in teams and groups. Discover how to plan, create, and deliver business presentations and communicate through graphics. In no time, you'll be communicating with confidence, stand out from your peers, and impress your employer.

### Business Law 1 A: Introduction - .5 Credit

Whether you plan on starting your own business or being in charge of one, it is crucial you understand how to keep the company compliant. Explore what it means to run an ethical business, how to keep intellectual property, technology, and e-commerce safe and protected, understand insurance and taxes, and how to have a healthy workplace environment. Keep the business safe and growing by following the law.

#### Business Law 1 B: Legal Aspects of Business - .5 Credit

Whether you plan to start your own business, work for an organization, or go into law, it's essential to understand more complex legal requirements that impact business operations and decisions. This is especially true as companies grow and expand domestically and internationally. Explore the differences between criminal and civil law. Examine how state and federal regulations work to protect consumer and employees' rights, protect society and the environment, and understand how business contracts can work to protect everyone.

#### Careers in Criminal Justice 1 A: Introduction - .5 Credit

Have you ever wondered what steps take place as people move through the court system? The criminal justice system is a very complex field that requires dedicated people willing to pursue equal justice for all. Explore different career choices and how the juvenile justice system, the correctional system, and the trial process all work together to maintain social order.

# Careers in Criminal Justice 1 B: Finding Your Specialty – .5 Credit

Have you ever thought about a career as a police officer, an FBI or DEA agent, or any occupation that seeks to pursue justice for all? Careers in criminal justice can be found at local, county, state, and federal levels, and even in the private sector. Explore some of the various occupations in this field, while simultaneously learning how they interact with each other and other first responders. Discover various interviewing techniques to uncover the truth. Understand the importance of making ethical decisions, and how you need to keep your sense of right and wrong in check to be successful in this field.

# Coding 1 A: Introduction to Programming – 1 Credit

Have you ever wanted to create your own web page or wondered how your favorite websites were built? Maybe you want to know more about how computers and technology are affecting the world around us. In Coding 1a: Introduction to Programming, you will explore the role technology plays in our lives as well as study the fundamentals of computer science, review hardware and software, and learn how the internet functions. You will also discover how to create and build your own website using HTML and CSS and learn basic and complex commands and sequences as you become familiar with programming languages like JavaScript and Python Programming. This course also covers data collection methods, access rights, protocols, and security.

### Coding 1 B: Programming - .5 Credit

Cultivate your understanding of programming languages and expand on your knowledge of website development. Learn the difference between web development and web application development as well as further explore Advanced Python, HTML, and JavaScript. You will also examine software engineering concepts, learn more about security, privacy, and ethics in technology, and explore the wide variety of careers in computing.

### Concepts of Engineering and Technology - 1 Credit

What if you could do the impossible? Engineers understand a lot of things, but the word *impossible* definitely isn't one of them. Through Concepts of Engineering and Technology, you'll learn how the momentum of science is continually propelling engineers in new directions towards a future full of insight and opportunity. This course explores the different branches of engineering and how problem-solving, sketching, collaboration, and experimentation can change the very fiber of our human lives. This ever-increasing knowledge can also lead to serious ethical dilemmas and the need to discuss where the boundaries of science lie (or even if there should be boundaries). By examining astounding engineering feats and complex ongoing issues, you, too, will begin to question whether the word *impossible* really exists.

### Cosmetology - 1 Credit

We all want to look our best, but did you know there is actually a science behind cutting your hair and painting your nails? In Cosmetology: Cutting-Edge Styles, you will learn all about this often entertaining field and how specialized equipment and technology are propelling our grooming into the next century. Just like all careers, cosmetology requires certain skills and characteristics, all of which are thoroughly explored in this course. You will learn about various beauty regimes related to hair, nails, skin, and spa treatments, and discover how to create your own business model quickly and efficiently while still looking fabulous, of course.

# Cosmetology 2: The Business of Skin and Nail Care - .5 Credit

This vibrant industry needs skilled and personable professionals well-versed in the latest trends and technological advances. Explore what the day-to-day life of a cosmetologist is like, and discover that cosmetology is much more than knowing and applying techniques. Learn skin care and facials, how to give manicures and pedicures, how to apply artificial nails, and gain an understanding of different hair removal techniques. Discover the next steps towards launching a rewarding and creative career in cosmetology.

### Cosmetology 3 A: Introduction to Hair Skills - .5 Credit

Cosmetology is a specialized field with a high skill set. Examine the complexities of cosmetology by learning to perform a hair, scalp, and skin analysis. You'll learn about hair types, face shapes, and color theory. And, to effectively prepare you for a career in cosmetology, color techniques with an emphasis on salon and chemical safety is examined.

# Cosmetology 3 B: Waving, Coloring, and Advancing Hair Skills – .5 Credit

Cosmetology is a specialized field with a high skill set. Examine the complexities of cosmetology by learning to perform a hair, scalp, and skin analysis. You'll learn about hair types, face shapes, and color theory. And, to effectively prepare you for a career in cosmetology, color techniques with an emphasis on salon and chemical safety is examined.

## **Creative Writing – 1 Credit**

For many hundreds of years, literature has been one of the most important human art forms. It allows us to give voice to our emotions, create imaginary worlds, express ideas, and escape the confines of material reality. Through creative writing, we can come to better understand ourselves and our world. This course can provide you with a solid grounding in the writing process, from finding inspiration to building a basic story. Then, when you are ready to go beyond the basics, learn more complicated literary techniques to create strange hybrid forms of poetry and prose. By the end of this course, you can better discover your creative thoughts and turn those ideas into fully realized pieces of creative writing.

# **Criminology: Inside the Criminal Mind – 1 Credit**

Understanding the criminal mind is not easy. Why do certain people commit horrible acts? Can we ever begin to understand their reasoning and motivation? Perhaps. In Criminology: Inside the Criminal Mind, you will be given the rare opportunity to climb inside the mind of a criminal and examine the ideas and motivations at work. The mental state of a criminal can be affected by many different aspects of life—psychological, biological, sociological—all of which have differing perspectives and influences. You will investigate not only how these variables affect the criminal mind but also how the criminal justice system remains committed to upholding the law through diligence and an uncompromising process.

#### **Culinary Arts 1 A: Introduction – .5 Credit**

Thinking of a career in the food service industry or looking to develop your culinary skills? This introductory course will provide you with basic cooking and knife skills while preparing you for entry into the culinary world. Discover the history of food culture, food service, and global cuisines while learning about food science principles and preservation. Finally, prepare for your future by building the professional, communication, leadership, and teamwork skills that are crucial to a career in the culinary arts.

#### Culinary Arts 1 B: Finding Your Palate - .5 Credit

Did you know that baking is considered a science? Building on the prior prerequisite course, discover how to elevate your culinary skills through the creation of stocks, soups, sauces, and learn baking techniques. Examine sustainable food practices and the benefits of nutrition while maintaining taste, plating, and presentation to truly wow your guests. The last unit in this course explores careers in the culinary arts for ways to channel your newfound passion!

# Culinary Arts 2: Baking, Pastry, and More – 1 Credit

Whether you aspire to be a world-class chef or just want to learn the skills needed to create your own dishes, Culinary Arts 2 will help you build a strong foundation and grow your knowledge of this exciting industry. In this course, you will explore baking and desserts, learn how to prepare proteins, and study nutrition and safety in the kitchen. You will also enhance your understanding of sustainability in the food industry, learn to prepare meals from a global perspective, and dissect the business of cooking, from managing a kitchen to successfully running a catering company. Discover the delights that await you on this delicious culinary adventure!

### Cybersecurity 1 B: Defense Against Threats - .5 Credit

Ever wonder what it's like to be a hacker? Or think about who is trying to steal your passwords while you're shopping online using the free Wi-Fi at your local coffee shop? Unmask the cybersecurity threats around you by understanding hackers and identifying weaknesses in your online behavior. Learn to avoid the various types of cyber attacks, including those to your social media accounts, and to predict the potential legal consequences of sharing or accessing information that you do not have rights to. Dig into these crimes in depth by taking a look at cyber forensics and other cybersecurity careers. In a world where such threats have no boundaries, cybersecurity will undoubtedly play an increasingly larger role in our personal and professional lives in the years to come.

#### Dental Assistant 1 A: Introduction – .5 Credit

Are you a compassionate person who genuinely cares about helping others be healthy? Learn how becoming a Dental Assistant can offer you a rewarding career as well as job security. Start with learning the different roles within a dentist's office, organizations to get involved with, and basic head, neck, and dental anatomy. Learn what it takes to embark on a career sure to provide personal and professional fulfillment.

### Digital Media Fundamentals 1 A: Introduction – .5 Credit

Discover your talent for building digital media applications using text, graphics, animations, sounds, videos, and more! Learn about the elements that make impressive media, such as typography, color theory, design, and manipulation. Explore careers to apply your digital media skills and find your place in this fast-paced and exciting field!

#### Digital Media Fundamentals 1 B: Producing for the Web - .5 Credit

Let's polish your digital media skills and help you learn all about web design. Incorporate your creative ideas into websites and discover the basics of marketing to understand how your work can be used effectively. You'll also explore the world of podcasts and audio editing to construct a solid foundation from which you can pursue a career in this exciting field.

#### Digital Media Web Design 2 A: Build a Portfolio Website - .5 Credit

Did you know that you are consuming digital media every time you open an app or use your computer or tablet? Digital media may be a webpage, video, image, podcast, form, or more. Explore how you can develop webpages that embed different media and interactivity for excellent user experience through programming languages such as HTML and CSS. Examine trends and opportunities, education requirements, student organizations, and industry certification options. It's your turn to start designing websites and experiences for digital media consumers.

#### Digital Media Web Design 2 B: Build an eCommerce Website - .5 Credit

Think of the best online stores you've visited. What do you think makes them unique? How do they keep buyers engaged and purchasing? Before you can design a great eCommerce store, it's essential to understand how one works. Learn the trends, design principles, and security strategies. Explore what it means to adhere to ethical and legal requirements and complying with industry standards and accessibility. It's time to start designing the next best eCommerce site!

# Digital Photography 1 A: Introduction – .5 Credit

Have you ever wondered how professional photographers manage to take such sensational pictures? How are they able to find just the right way to capture an image or moment in time? Perhaps you've even wondered why your own pictures don't meet that standard. Digital Photography I: Creating Images with Impact! will answer these questions and help you understand more about the basics of photography. Learning about aperture, shutter speed, lighting, and composition is key for any serious photographer and will help you gain the confidence and knowledge you need to become one. You will not only follow photography through its history but also gain a basic understanding of camera functions, techniques and what it takes to shoot quality portraits, close-ups, action shots, and landscapes.

### Digital Photography 1 B: Creating Images with Impact! - .5 Credit

Do you want to go beyond the basics and take your photography skills to the next level? In Digital Photography 1b: Creating Images with Impact!, you'll learn the skills and techniques used by professional photographers to improve your photo taking skills of a wide array of subjects. Build on the composition techniques and camera functions you learned in Digital Photography 1a to build a portfolio of a variety of images. Learn the special techniques that will help you shoot quality portraits, action shots, and landscapes. You will also explore sports, pet, and wildlife photography and discover various career paths in the field.

# Digital Photography 2: Discovering Your Creative Potential – 1 Credit

In today's world, we are surrounded by images. We are continually seeing photographs as they appear in advertisements, on websites, in magazines, and on billboards; they even adorn our walls at home. While many of these images have been created by professional photographers, it is possible for your photos to take on a more professional look after you discover how to increase your creative potential. In Digital Photography II: Discovering Your Creative Potential, you will examine various aspects of the field including specialty areas, ethics, and famous photographers throughout history. You will also learn how to effectively critique photographs so you can better understand composition and go on to create more eye-catching photographs on your own.

### Early Childhood Education 1 A: Introduction – 1 Credit

Are you curious to see what it takes to educate and nurture early learners? Use your curiosity to explore the fundamentals of childcare, like nutrition and safety, but also the complex relationships caregivers have with parents and their children. Examine the various life stages of child development and the best educational practices to enrich their minds while thinking about a possible future as a childcare provider!

#### EKG Technician 1A: Introduction - .5 Credit

Our hearts are essential to our survival. And EKG technicians play an important role in administering tests and evaluating data given by the electrocardiogram (EKG) to treat patients effectively. Explore the cardiovascular system and its anatomy, and its role in our body, health, and lives. If you're a people person and want to work in healthcare, build the knowledge and skill base to prepare you for a cardiovascular career.

### Emergency Medical Responder 1 A: Introduction - .5 Credit

Have you ever wondered what happens after making a 911 call? Get a realistic look into the day-to-day, fast-paced life of an EMR and how their roles and responsibilities fit into the larger picture with Emergency Medical Services. Discover how to conduct a patient assessment when you arrive on a scene and assess and treat various medical emergencies. If you've ever dreamt of being on the front lines, providing quality care to save someone's life, then explore the exciting career as an Emergency Medical Responder.

# Emergency Medical Responder 1 B: Prepared for Action – .5 Credit

Being an emergency medical responder is dynamic and challenging. EMRs are first responders who are prepared for action! Explore how to care for diverse patients and in unique and even difficult situations. From advanced trauma to childbirth, from mass casualties to special conditions. EMRs are trained to care for, treat, move, and transport patients in various situations and play a vital role as part of an EMS response team.

# **Entrepreneurship: Starting Your Business – 1 Credit**

What does it really take to own your own business? Does the sound of being your own boss make you feel excited or anxious? Either way, Entrepreneurship: Starting Your Business will get you started in the right direction. This course explains the ins and outs of such an enterprise, giving you the confidence needed to be your very own boss. You will discover what is needed to operate a personal business from creating a plan, generating financing, and pricing products to marketing services and managing employees. If you've ever dreamed of being a true entrepreneur but feel daunted by the prospect, this is your chance to learn all you need to know.

# Entrepreneurship 1B: Making Your Idea a Reality - .5 Credit

You have the business idea; now it's time to go from dream to reality. Throughout this course, you'll explore different topics representing the major parts of a business plan, such as risk, hiring, pricing, marketing, and more. By completing activities, you'll create a viable document you can use to help you start your business by the end of the course. Let's bring your dream to life!

#### Excel: Office Fundamentals Series - .5 Credit

Discover the real-world uses of Microsoft Excel and its impact on business, academic, and personal applications. Move from inserting and manipulating data, to working with tables, charts, graphs, and calculations. Content of this course will also be applicable to the Microsoft Office Suite certification exam.

# Fashion & Interior Design – 1 Credit

Do you have a flair for fashion? Are you constantly looking for new ways to decorate or design your room? If so, Fashion and Interior Design is the course for you. Explore the world of design and begin to understand the background and knowledge needed to develop a career in this exciting field. Try your hand at designing through a project-based process, learning how color, composition, and texture can all affect great aesthetics. You'll develop the essential communications skills necessary to build a successful business and begin to develop the kind of portfolio that will lead to future career opportunities. Perhaps it's time to get your stylish foot in the door.

#### Forensic Science I – 1 Credit

Fingerprints. Blood spatters. Gunshot residue. If these things intrigue you rather than scare you, Forensic Science I: Secrets of the Dead may be for you. This course offers you the chance to dive into the riveting job of crime scene analysis. Learn the techniques and practices applied during a crime scene investigation and how clues and data are recorded and preserved. You will better understand how forensic science applies technology to make discoveries and bring criminals to justice as you follow the entire forensic process—from pursuing the evidence trail to taking the findings to trial. By careful examination of the crime scene elements, even the most heinous crimes can be solved.

#### Forensic Science II – 1 Credit

Every time a crime is committed, a virtual trail of incriminating evidence is left behind just waiting to be found and analyzed. In Forensic Science II: More Secrets of the Dead, you'll learn even more about the powerful science of forensics and how it has changed the face of crime and justice in our world. You will learn some basic scientific principles used in the lab, such as toxicology, material analysis, microscopy, and forensic anthropology and find out how scientists use everything from insects to bones to help them solve crimes. Discover how advanced techniques and methodical processes can lead to catching even the craftiest criminal. The best way to battle crime these days is not with a weapon, but with science.

#### Forensics: The Science of Crime - .5 Credit

Fingerprints. Blood spatter. DNA analysis. Law enforcement is increasingly making use of the techniques and knowledge from the sciences to better understand the crimes that are committed and to catch those individuals responsible for the crimes. Explore techniques and practices used by forensic scientists during a crime scene investigation (CSI). Starting with how clues and data are recorded and preserved, you'll follow evidence trails until the CSI goes to trial in the criminal justice system, examining how various elements of the crime scene are analyzed and processed.

# Forestry and Natural Resources – .5 Credit

Thriving forests are an essential part of the health of the planet, from our wildlife's ecosystem to providing humans with clean air to lumber and paper products. But forests cannot protect themselves and depend greatly on humans for conservation. Learn more about this meaningful relationship and how environmental policy, land use, water resources, and wildlife management all factor into current forestry issues. Forestry offers diverse professional opportunities, and for those concerned about the environment, it is a great choice.

### Foundations of Game Design 1 A: Introduction - .5 Credit

Does your love of video games motivate you to pursue a career in this field? Pursue your passion by learning about the principles of game design through the stages of development, iterative process, critiques, and game development tools. Put these new skills to work by designing your own game!

#### Foundations of Game Design 1 B: Storytelling, Mechanics, and Production – .5 Credit

Now that you have the basics of game design down, let's use your creativity to develop a game from start to finish! Develop your game creation skills and practice with the tools professionals use to launch your career options in the field of game design. The content of this course also applies to certification exams.

#### Game Design 2 A: Build a World - .5 Credit

Are you ready to enter this multi-billion-dollar industry and start applying your technical skills into a compelling package that will catch the eye of an employer? Beginning with conceptualization and the design process, you'll develop your game's story elements, narrative, plot, characters, and assets. Using game design software, you'll bring your game to life by applying lighting, audio, visual effects, player choice options, AI, and consider the type of controls to use for your game. Build a world players can get immersed in.

### **Gothic Literature – 1 Credit**

Vampires, ghosts, and werewolves have lived in our collective imagination since the 18th century, and they continue to influence the world of fiction even today. Gothic Literature: Monster Stories focuses on the major themes found in Gothic literature and demonstrates the techniques writers use to produce a thrilling psychological experience for the reader. The themes of terror versus horror, the power of the supernatural, and the struggle between good and evil are just a few of the classic Gothic subjects explored in this course. Are you brave enough to go beyond the fear and find an appreciation for the dark beauty of Gothic stories.

#### **Great Minds in Science – 1 Credit**

Sometimes there are simply more questions than answers. Does life exist on other planets? How extreme is the human ability to survive? Will the issue of global warming ever be solved? Today, scientists, explorers, and writers are working to answer such questions by using extensive inquiry to find innovative solutions. Similar to such famous minds from history as Edison, Einstein, Curie, and Newton, the scientists of today are finding ways to revolutionize our lives and the world. Great Minds in Science: Ideas for a New Generation takes an in-depth look at the extraordinary work of these individuals and demonstrates how their ideas may very well shape the world of tomorrow.

### Health I: Life Management Skills – 1 Credit

Imagine the healthiest people you know . . . what's their secret? While some health traits are genetically determined, the truth is we all have the ability to make positive changes in our physical lives. In Health 1: Life Management Skills, you will learn how to promote better health by decreasing stress and finding a fuller vision of your life. Explore different lifestyle choices that can influence your overall health—from positively interacting with others, to choosing quality health care, to making sensible dietary choices. You will have the opportunity to build your own plan for improvement and learn how to create the type of environment that will ensure your overall health, happiness, and well-being.

### Health Science Foundations 1 A: Introduction - .5 Credit

Health science careers are not only in high demand, but they offer a diverse range of careers for all types of people interested in helping others. Acquire foundational knowledge required to pursue a career in the healthcare industry, and the education, training, and credentials needed to attain them. Learn basic medical terminology, principles of anatomy and physiology, and legal and ethical responsibilities. Explore communication, teamwork, and leadership techniques – providing a solid basis for those wanting to advance through the health sciences.

### Health Science Foundations 1 B: Professional Responsibilities – .5 Credit

Making sure that you, your patients, and your colleagues stay safe, you'll begin analyzing your responsibilities for ensuring patient and personal safety with special attention paid to emergency procedures. Examine infection control, first-aid, CPR, and measuring a patient's vitals. Learn about numerical data, such as systems of measurement, medical math, and reading and interpreting charts. And examine effective teamwork and leadership characteristics while building your employment skills.

### Health Science II: Patient Care and Medical Services - 1 Credit

Challenging. Variable. Rewarding. These three words can be used to describe many careers in the health sciences. In this course, you will learn more about what it takes to be a successful health science professional, including how to communicate with patients. You'll explore the rights and responsibilities of both patients and health science professionals in patient care and learn more about how to promote wellness among patients and health care staffs. Finally, you'll learn more about safety in health science settings and the challenges and procedures of emergency care, infection control, and blood-borne pathogens.

#### Health Sciences: Nursing - .5 Credit

The demand for nurses has never been higher! Learn what it takes to become a nurse, pursue a career, and understand the practice of nursing and the healthcare system. With a strong focus on patient care, you'll explore safety, communication and ethics, relationship building, and how to develop wellness strategies for your patients. From emergency to rehabilitative care, to advances and challenges in the healthcare industry, discover how you can launch a fulfilling career providing care to others.

#### Health Sciences: Public Health - .5 Credit

What is public health? Who decides which diseases get funding and which do not? What are the reasons for health inequality? Study both infectious and non-communicable diseases as well as learn how we conquer these on a community and global level through various methods, including proper hygiene, sanitation, and nutrition. Explore the role of worldwide current and future technologies and the ethics and governance of health on a global scale, and discover unique career opportunities you can pursue to make a difference.

#### **Health Sciences – 1 Credit**

We know the world is filled with different health problems and finding effective solutions is one of our greatest challenges. How close are we to finding a cure for cancer? What's the best way to treat diabetes and asthma? How are such illnesses as meningitis and tuberculosis identified and diagnosed? Health Sciences I: The Whole Individual provides the answers to these questions and more as it introduces you to such health science disciplines as toxicology, clinical medicine, and biotechnology. Understanding the value of diagnostics and research can lead to better identification and treatment of many diseases, and by learning all the pertinent information and terminology you can discover how this amazing field will contribute to the betterment human life in our future.

### **History of the Holocaust – 1 Credit**

"Never shall I forget that night, the first night in camp, which has turned my life into one long night, seven times cursed and seven times sealed." Elie Wiesel, a Holocaust survivor, wrote these words about his experiences in a Nazi concentration camp. History of the Holocaust will take you through the harrowing details of anti-Semitism, the power of the Nazi party, the persecution of European Jews and other groups, and the tremendous aftermath for everyone involved in World War II. You'll explore the causes of the Holocaust, the experiences of Jews and other individuals during this time, and what has been done to combat genocide since WWII. "For the dead and the living, we must bear witness.

#### **Hospitality & Tourism – 1 Credit**

Think about the best travel location you've ever heard about. Now imagine working there. In the 21st century, travel is more exciting than ever, with people traversing the globe in growing numbers. Hospitality and Tourism: Traveling the Globe will introduce you to a thriving industry that caters to the needs of travelers through managing hotels, restaurants, cruise ships, resorts, theme parks, and any other kind of hospitality you can imagine. Operating busy tourist locations, creating marketing around the world of leisure and travel, spotting trends, and planning tasteful events are just a few of the key aspects you will explore in this course as you locate your own career niche in this exciting field.

# Hospitality & Tourism 2 B: Hotel and Restaurant Management - .5 Credit

Embark on your journey to becoming a manager in the hotel or restaurant industry by gaining knowledge and developing a variety of skills. Learn about different management styles, laws, and regulations that govern hotels and restaurants as well as how to develop job descriptions and business plans. You'll also explore how to create menus, advertise vacancies, perform interviews, and understand the financials of the hotel or restaurant.

#### Human and Social Services 1: Introduction - .5 Credit

Those working in the field of social services are dedicated to strengthening the economic and social well-being of others and helping them lead safe and independent lives. Explore the process of helping, body, mind, and family wellness, and how you can become a caring social service professional. If you are interested in an emotionally fulfilling and rewarding career and making a difference in the lives of others, social and human services may be the right field for you.

### **Human Geography – 1 Credit**

Modern humans have been roaming the earth for about 200,000 years. How do the places we live influence the way we live? How do geography, weather, and location relate to our customs and lifestyles? In Human Geography: Our Global Identity, you will explore the diverse ways that different people have physically influenced the world around them and how they, in turn, are changed by their surroundings. Discover how beliefs and ideas spread through time, shaping and changing the cultures they encounter. In this course, you'll gain tremendous insight into human geography and begin to better understand the important relationship between humans and their environments.

### Interior Design – 1 Credit

Do you have a flare for designing and decorating? If so, this course will show you how to turn your interests and skills into a career. From professionals who own their own business to those working within a larger company, interior designers do it all—from planning the color scheme to choosing furniture and light fixtures—with the end goal of creating a space where people can live or work comfortably, safely, and happily.

You'll learn about color, texture, trends and styles over time, how homes are built, and "green" options for homes and businesses. Most importantly, you'll learn how to work with a client to meet their unique needs and style requirements. This course will help you to identify parts of interior design that are most interesting to you, helping you to chart the path for your future.

### International Business - 1 Credit

Imagine meeting with suppliers at an office in Europe while calling your salesroom that's back in Asia. Imagine investing in foreign markets and visiting partners in exotic locales. With the evolution of current technology, our world is more connected than ever before, and the business community today is larger than ever. International Business: Global Commerce in the 21st Century will demonstrate just how you can gain the knowledge, skills, and appreciation to live and work in the global marketplace. You will begin to understand how both domestic and international businesses are affected by economic, social, cultural, political, and legal factors and what it takes to become a true manager of a global business in the 21st century.

#### Introduction to Agriscience – 1 Credit

How can we make our food more nutritious? Can plants really communicate with each other? These are just two of the questions tackled in Introduction to Agriscience. From studying the secrets in corn roots to examining how to increase our food supply, this course examines how agriscientists are at the forefront of improving agriculture, food production, and the conservation of natural resources. In Introduction to Agriscience, you'll learn about the innovative ways that science and technology are put to beneficial use in the field of agriculture. You'll also learn more about some of the controversies that surround agricultural practices as nations strive to provide their people with a more abundant and healthy food supply.

# Introduction to Legal Studies - .5 Credit

Imagine if there were no laws and people could do anything they wanted. It's safe to say the world would be a pretty chaotic place! Every society needs some form of regulation to ensure peace in our daily lives and in the broader areas of business, family disputes, traffic violations, and the protection of children. Laws are essential to preserving our way of life and must be established and upheld in everyone's best interest. In Law and Order: Introduction to Legal Studies, you'll delve deeper into the importance of laws and consider how their application affects us as individuals and communities. Through understanding the court system and how laws are actually enacted, you will learn to appreciate the larger legal process and how it safeguards us all.

# **Introduction to Networking 1 A: Introduction – .5 Credit**

What would happen if we didn't have the internet? The internet is one example of a network, so you can only imagine why networking careers are essential. Start exploring the fundamentals of networking, learning about the different parts of a computer and hardware, network operating systems, and understanding how common network devices can be connected. You'll get hands-on to explore different types of cables used to create networks – and even make cables in Wired Networking activities. Get started with your introduction to networking!

### **Introduction to Networking 1 B: Network Oversight - .5 Credit**

Network administrators are responsible for the oversight of an organization's computer network. This includes installing hardware and software but also relies on considerable technical skills to resolve network issues. Discover how to set up a network, troubleshoot problems, monitor network security, infrastructure, performance, and contribute to creating policies and procedures. As a network admin, you'll help keep businesses safe and running correctly.

#### **Introduction to Programming 1 A: Introduction – .5 Credit**

Have you ever wondered how your favorite software is created? Explore the software development life cycle from start to finish while developing your own programming skills with Python. Explore the power of data and algorithms along with their influence on the world. Launch yourself into the endless possibilities a career as a programmer can bring you!

### Introduction to Programming 1 B: Problem Solving Through Programming – .5 Credit

Dig deeper and expand your knowledge as you discover how programming can solve a vast array of problems. Plan and develop a problem-solving program while performing testing, debugging, and quality assurance procedures. Design and plan your own app as part of your capstone project to give you a thorough introduction to the world of programming.

#### Journalism 1a: Introduction - .5 Credit

Are you a storyteller at heart? Are you always the first one to know what's going on at school or in your town and excited to share the latest breaking news? If so, you are the kind of person every online, print, and broadcast news outlet is searching, and Journalism 1a: Introduction is the perfect course for you! Explore the history of journalism and see how social media and the digital world has changed the way news media operates. Learn the basics of press law as well as the code of ethics journalists should follow. Finally, understand how to make your writing and speaking more powerful, and discover the importance of pictures and images when telling a story.

### Journalism 1b: Investigating the Truth – .5 Credit

If you want to turn your writing, photography, and collaborative skills into an exciting and rewarding career, Journalism 1b: Investigating the Truth is where to begin. Learn how to write a lead that grabs your readers, discover the roles of sources and how to interview them effectively, and explore the best options for researching your story in a digital world. You will also understand the role editors and producers play in the revision process, learn how to prepare your posts for publication, and how to follow the publication process - from the flow of a workday to the layout of a newspaper or a news broadcast.

### Learning in a Digital World: Digital Citizenship - .5 Credit

We use technology to communicate with friends and family, find never-ending entertainment options and do our schoolwork. Discover what it means to be a responsible digital citizen, expand your digital literacy, and become a successful online student. Consider the best ways to find, create, and share information, learn to maximize information and communication technologies, and explore digital content creation, from emails and blogs to social media, videos, and podcasts.

# Legal Admin Specialist 1 A: Introduction - .5 Credit

Do you picture yourself working in a law office or maybe even in a courtroom someday? A rewarding career as a legal administrator means you are responsible for the day-to-day operations in a law firm, and therefore, need to learn the fundamentals of law. You'll need to understand the specifics of researching, creating, processing, filing legal documents, and more. Jumpstart your career in law by learning what it takes to be a legal admin.

### Life Skills: Navigating Adulthood – 1 Credit

What do you want out of life? How do you achieve your dreams for the future? These can be difficult questions to answer, but with the right tools, they don't have to be. This course will encourage you to learn more about yourself and help you to prepare for the future. You will explore goal setting, decision making, and surviving college and career. You will also discover how to become a valuable contributing member of society. Now is the time to take action. It's your life, make it count!

### Management 1 A: Introduction - .5 Credit

From the shift managers at small businesses to the CEOs of large companies, effective management is key to any organization's success. Explore foundational management concepts such as leadership, managing teams, entrepreneurship, global business, finance, and technology and innovation. Engage in a capstone that pulls all of the concepts you've learned together, allowing you to see how management ideas can be applied to a business case study. Get started with learning the fundamentals of successful management.

#### Manufacturing: Product design & Innovation – 1 Credit

Think about the last time you visited your favorite store. Now picture the infinite number of products you saw. Have you ever wondered how those things made it to the shelves? Whether it's video games, clothing, or sports equipment, the goods we purchase must go through a manufacturing process before they can be marketed and sold. In Introduction to Manufacturing: Product Design and Innovation, you will learn about different types of manufacturing systems as well as career opportunities, including engineers, technicians, and supervisors. As a culminating project, you will plan your own manufacturing process and create an entirely original product! If you thought manufacturing meant mundane assembly lines, this course will show you how exciting, creative, and practical this industry can be.

#### Marine Science: Secrets of the Blue - 1 Credit

Have you ever wondered about the secrets of the deep, and how the creatures below the ocean's surface live and thrive? It is truly a new frontier of discovery, and in Marine Science, you will begin to understand a great deal more about the aquatic cycles, structures, and processes that generate and sustain life in the sea. Through the use of scientific inquiry, research, measurement, and problem solving, you will conduct various scientific procedures that will lead to an increased level of knowledge about Marine Science. You will also have the opportunity to use technology and laboratory instruments in an academic setting. By recognizing the inherent ethics and safety procedures necessary in advanced experiments, you will become progressively more confident in your abilities as a capable marine scientist.

#### Marketing 2 A: Global Business and Trade – .5 Credit

Can you think of a brand that first launched in the U.S. and then became popular in other countries? Facebook<sup>TM</sup> did this very thing! Without a solid understanding of business and international marketing strategy, it becomes nearly impossible to be successful and stand out from the crowd. Discover how business and marketing works around the world. You'll learn about topics such as regulations, market research, marketing plans, global trends, buying and selling internationally, and more.

# Marketing 2 B: Developing a Sales Team - .5 Credit

How does a business make money? If you said sales, then you're right! This course explores the secrets to sales. You'll learn expectations, best practices, sales planning, building a clientele that becomes long-term buyers, and how to stay motivated to sell, sell, sell! If sales management is your goal, you'll learn about management styles, how to find, hire, train, motivate, and compensate your team.

# Marketing Foundations 1 A: Introduction - .5 Credit

Explore the fast-paced and exciting world of marketing! Learn about the role of marketing in business in addition to the basics of business management, customer service, and economics. Examine how to identify target markets, perform market research, and develop successful marketing strategies. Discover the legal and ethical considerations of business and marketing, along with the impact of government on business.

# Marketing Foundations 1 B: Building Your Base – .5 Credit

Dig deeper into the world of marketing and what it means for business success! Become a marketing mix pro by studying understanding branding, advertising, promotion strategies, and more, through real-world applications and practices. And explore the secrets of advertising and promotion. Learn about effective sales techniques and discover employment opportunities to pursue a career in this exciting field!

### Medical Diagnostic Technology 1 A: Introduction – .5 Credit

Have you ever wondered how a health professional knows how to diagnose an illness? Or what medications to prescribe to a patient depending on the person's body and their signs and symptoms? Learn about different diagnostic technology used and essential body systems and fluids that need to be understood to make an accurate diagnosis of a disease, condition, or illness. This career field is flourishing, and now is the time to be part of it!

#### Medical Diagnostic Technology 1 B: Exploring Systems & Procedures - .5 Credit

Our bodies are complex, and when we start feeling ill, a doctor or specialist must analyze and diagnose what could be wrong. Learn about different diagnostic technology, procedures, essential body systems, and fluids that need to be understood to make an accurate diagnosis of a disease, condition, or illness. This career field is flourishing, and now is the time to be part of it!

#### Middle School 2D Studio Art - Elective - 1 Credit (No high school credit)

Close your eyes and imagine you're standing in an art studio—the smell of paint, the heat of the kiln, and the infinite creative possibilities that linger in the air. This is where art is born, and in 2D Studio Art, you'll learn how to bring your art visions to life. Whatever medium you prefer—painting, drawing, photography—this course will teach you the design elements and principles needed to create a work of art, explore your artistic inspirations, travel back in time to look at art in different cultures, and gain insight about the art of critiquing. If you've ever dreamed about making a living as an artist, this course will give you the tools and background that you need to turn those dreams into a reality!

#### Middle School Career Exploration 1 – 1 Credit (No high school credit)

How do you pick a career path when you're not sure what's even out there? This course allows you to begin exploring options in fields such as teaching, business, government, hospitality, health science, IT, and more! You'll align your interests, wants, and needs to career possibilities, including the required education for each. Let's find a pathway that works for you.

# Middle School Career Exploration 2 – 1 Credit (No high school credit)

With all the careers options available, it can be difficult to narrow down a choice for the future. Explore more careers and see what it takes to succeed and what steps are needed to prepare. Compare the pros and cons of different career choices and try out parts of different careers to see if your skills and preferences align!

## Middle School Coding 1 A: Introduction - .5 Credit

Do you find yourself wondering how your favorite apps, websites, and games were made? Maybe you want to try building your own. Well, now you can! In Middle School Coding 1a, you will get an introduction to the basics of computer science, HTML, CSS, JavaScript, and Python. You'll leave the course with a portfolio of work you can show off.

## Middle School Coding 1 B: Learning Python and Javascript - .5 Credit

Let's take the coding skills you learned in the previous course to the next level! You'll expand your knowledge with Advanced Python, HTML, and JavaScript. You'll further build out your portfolio and start thinking about a career in the fast-growing IT field.

### Middle School Digital Art and Design - .5 Credit

The world is filled with so many different forms of art – including digital art. In this course, you'll explore this special genre of art found in everything from advertising to animation to photography and beyond. Additionally, you'll tap into your creative side to create digital art and make it come alive!

# Middle School Exploring Business - .5 Credit

Are you interested in business, leading people, or making decisions to help a business be successful? While there are many different career choices in the field of business, in this course, you'll discover options such as management, human resources, business operations, information management, and accounting. Explore the skills you'll need, common tasks, the technology used, and characteristics of various business careers.

### Middle School Exploring Health Science - .5 Credit (No high school credit)

Where do healthcare workers spend their days? What do they really do? From cruise ships to sports arenas, you can find healthcare workers in many places that you might not expect. Explore this field, including what it would be like to work in a medical lab. Learn what it takes to keep you and your patients safe, and begin to learn about the human body and basic first-aid.

# Middle School Exploring Information Technology – .5 Credit

Are you interested in creating a website or app, or managing various technology solutions, but not sure where to start? If so, then it's time to explore the different career options available to you in IT and learn the foundations of IT to get you started. Examine various IT pathways of web and digital communications, information and support services, network systems, and programming and software development. Let's investigate which career pathway is right for you!

### Middle School Exploring Music-.5 Credit

What comes to mind when you hear the word 'music'? Do you think about your favorite band or artist? In this course, you'll learn about how we hear music; how music affects our lives; essential elements of music like rhythm, pitch, and harmony; different musical genres; singing and your voice; various instruments; music composition; and the history and culture of music over the years.

#### Middle School Fitness - .5 Credit

What does being fit mean to you? It's more than just a number on a scale, and this course will help you understand the basics behind what it means to be physically fit. Learn how your body functions; learn the complex science behind exercise; explore what it means to be mindful and what inspires you, and determine how you can test your current level of fitness.

## Middle School Game Design 1 A - .5 Credit

We love to play video games, but have you ever wanted to build your own? If you are interested in a career in technology but also want a creative outlet, Game Design might be the field for you. Learn how to build a game from the ground up in this interactive and hands-on course that will teach you all the ins and outs of making your own game.

# Middle School Game Design 1 B - .5 Credit

It's time to take your Game Design knowledge up a level! You built your game design skills and Scratch techniques in the first part of this course. By the end, you wrote your game design document. Now you are ready to start developing that game! You'll create details and add component pieces in a game while learning to prototype, troubleshoot, and test.

### Middle School Photography 1 A: Introduction – .5 Credit (No high school credit)

Do you like to take photos? Have you ever thought that it might be fun to take photos for a living? There are professional photographers all over the world who have made successful careers out of taking photos. Of course, they didn't just wake up one day and decide to be a famous photographer. There's more to it than that! Digital photography is an art, but it is one that you can master. To learn how, we must begin our exploration of digital photography by considering some of the early history of the visual arts and photography. Then we will dive into some basics about our main tool: cameras, as well some other basic equipment that every budding photographer needs in their camera bag. Finally, we will talk about how to get digital images from a camera to a computer. Ready? Let's go!

#### Middle School Photography 1 B: Drawing with Light – .5 Credit (No high school credit)

Do you have vacation photos or pics of your pet that need a little editing? How about getting ready to add that new selfie you took to your social media platform? Taking photos is an art, and editing photos is a skill that many photographers seek to master. Explore how to manipulate angles and lighting, the purpose for different types of photo files, how to use different software to edit photos, and safe places you can store them. You'll be well on your way to being an editing guru when you're done with this course.

### Music Appreciation – 1 Credit

Have you ever heard a piece of music that made you want to get up and dance? Cry your heart out? Sing at the top of your lungs? Whether pop, classical, or anything in between, music provides a powerful way for people to celebrate their humanity and connect with something larger than themselves. Music Appreciation: The Enjoyment of Listening not only will provide a historical perspective on music from the Middle Ages to the 21st century, but it will also teach you the essentials of how to listen and really hear (with a knowledgeable ear) the different music that's all around you. Learning how to truly appreciate sound and melody is the best way to ensure a continued love of this delightful art form.

### Mythology & Folklore – 1 Credit

Since the beginning of time, people have gathered around fires to tell stories of angry gods, harrowing journeys, cunning animals, horrible beasts, and the mighty heroes who vanquished them. Mythology and folklore have provided a way for these colorful stories to spring to life for thousands of years. Mythology and Folklore: Legendary Tales will illustrate how these famous anecdotes have helped humans make sense of the world. Beginning with an overview of mythology and different types of folklore, you will journey with age-old heroes as they slay dragons, outwit gods, defy fate, fight endless battles, and outwit clever monsters with strength and courage. You'll explore the universality and social significance of myths and folklore and see how these powerful tales continue to shape society even today.

# National Security – 1 Credit

Do you know what it takes to keep an entire nation safe? It not only requires knowledge of how to handle disasters, but it also demands a cool head and tremendous leadership abilities. In National Security, you will have the opportunity to learn about the critical elements of the job, such as evaluating satellite information, analyzing training procedures, assessing military engagement, preparing intelligence reports, coordinating information with other security agencies, and applying appropriate actions to various threats. Put yourself in the position of the country's decisive leaders and develop your own knowledge base and skill set necessary to meet the requirements of our nation's most demanding career.

### **Network Security Fundamentals 1 A: Introduction – .5 Credit**

Have you seen news headlines about cyber data breaches or hacks? With so many businesses working hard to ensure that their data and their customers' information stay safe and secure, it's no wonder that careers in cybersecurity are in high demand. Learn what information security is, hackers, viruses, spyware, network systems, identifying potential vulnerabilities, protecting against attacks, and creating a disaster and response plan if breaches do occur. Could you be the security specialist that stops the next cyberattack?

#### Network Security Fundamentals 1 B: Forensics and Permissions – .5 Credit

As the world becomes increasingly more interconnected by technology, computer and mobile-based crimes are becoming more prevalent. Explore cyber forensics, encryption, cryptography and cryptology, user and password management to mitigate large data breaches, and other threats, vulnerabilities, and security issues. Discover what it takes to enter this high-demand career field. As a cybersecurity specialist, you'll never get bored with trying to keep individuals and organizations safe!

# Nursing Assistant 1 A: Introduction – .5 Credit

If you ever wanted a career that is centered around the care of others and that directly impacts the most vulnerable populations, then it's time to explore what it means to be a Nursing Assistant. This role can be the first step on your nursing career ladder or into other healthcare positions. Learn career options, ethical and legal responsibilities, anatomy and physiology, patient care, and safety. Discover what it takes to start your journey into this highly needed field.

### Nursing Assistant 1 B: Patient Care – .5 Credit

As a Nursing Assistant, you are heavily involved in the care of your patients. But what does a typical day look like? How do you care for your patients during your shift? From hospital settings to home health care, from pre- and postoperative to rehabilitation. Discover how best to communicate and work with your team to ensure a safe environment, prevent and control infectious diseases, advocate for your patient's rights, and provide appropriate care - even for the most complex patient needs.

#### **Nutrition & Wellness – 1 Credit**

Have you ever heard the phrase "your body is your temple" and wondered what it means? Keeping our physical body healthy and happy is just one of the many challenges we face, and yet, many of us don't know how to best achieve it. Positive decisions around diet and food preparation are key to this process, and you will find the essential skills needed to pursue a healthy, informed lifestyle in Nutrition and Wellness. Making sure you know how to locate, buy, and prepare fresh delicious food will make you, and your body, feel amazing. Impressing your friends and family as you nourish them with your knowledge? That feels even better.

#### Office Administration 1 A: Introduction – .5 Credit

Businesses worldwide and across every industry are always on the lookout for highly skilled administrative professionals to help their business be successful and thrive. Explore what it means to have effective verbal and written communication, speaking, and listening skills to work with diverse people and teams. Then dive into learning how to leverage various technology and software businesses use to stay connected and productive.

#### Outlook: Office Fundamentals Series - .5 Credit

Master your email and learn about Outlook's functions to produce professional communications, helping you to succeed in business and in life. Understand effective communication techniques, working with attachments, formatting, replying, and organizing. Be prepared for your day with other features such as calendars, contacts, and tasks. Content of this course will also be applicable to the Microsoft Office Suite certification exam.

# Peer Counseling – 1 Credit

Are you the person that people come to for advice? Does it seem that your friends always talk to you about their problems? If so, Peer Counseling may be the perfect course for you. It offers ways for you to explore this valuable skill and better understand how it can make a difference in the lives of others. Helping people achieve their personal goals is one of life's most rewarding experiences, and Peer Counseling will show you the way to provide support, encouragement, and resource information. Learn how to observe others as a Peer Counselor as you carefully listen and offer constructive, empathic communication while enhancing your own communication skills.

### Personal & Family Finance – 1 Credit

How do our personal financial habits affect our financial future? How can we make smart decisions with our money in the areas of saving, spending, and investing? This course introduces students to basic financial habits such as setting financial goals, budgeting, and creating financial plans. Students will learn more about topics such as taxation, financial institutions, credit, and money management. The course also addresses how occupations and educational choices can influence personal financial planning, and how individuals can protect themselves from identity theft.

#### Personal Fitness - .5 Credit

What does being fit really mean? It's not only about losing weight. Being fit is about living life to the fullest and making the most of what you have yourself! You'll learn about body functions, safety, diet, goals, and strategies for longevity. Explore the world of healthy living and see how real fitness can be achieved through intention, effort, and just the right amount of knowledge.

# Personal Psychology 1 – 1 Credit

Have you ever wondered why you do the things you do? Have you asked yourself if self-knowledge is the key to self-improvement? Are you interested in how behavior changes as we age? Psychology can give you the answers! In Personal Psychology I: The Road to Self-Discovery, you will trace the development of personality and behavior from infancy through adulthood. You will come to learn more about perception and consciousness and better understand the role of sensation. Are you ready to explore the world of human behavior? Come explore all that psychology can offer to help you to truly understand the human experience.

### Personal Psychology II – 1 Credit

Why do you sometimes remember song lyrics but can't remember where you left your phone, your keys, or even your shoes? How does language affect the way we think? Why is your personality so different from (or so similar) your brother's or sister's personality? Personal Psychology II: Living in a Complex World will you to explore what makes you 'you.' Why do some things motivate you more than others? How can you determine your IQ? If you've ever wanted to dive right into the depths of who you are and how you got to be you, jump on board and start your exploration now.

# Pharmacology 1 A: Introduction – .5 Credit

If you ever thought about pursuing a gratifying career in biomedical sciences, pharmacology is a must. Pharmacology is the fascinating study of the chemistry, origins, and types of medications. Whether you plan on going into medicine, nursing, dentistry, veterinary medicine, or pharmacy, you'll need to learn the effects of medicines on different biological systems, appropriate dosages, and how the body responds to different medications.

# Philosophy: The Big Picture – 1 Credit

Go on an exciting adventure covering over 2,500 years of history! Along the way, you'll run into some very strange characters, like the dirty barefoot man who hung out on street corners pestering everyone with questions, or that eccentric fellow who climbed inside a stove to think about whether he existed. Despite their odd behavior, these and other philosophers of the Western world are among the world's most brilliant and influential thinkers and originated the fundamental ideas of Western civilization. Introduction to Philosophy: The Big Picture asks some of the same questions these great thinkers pondered, so by the time you've "closed the book" on this course, you will better understand yourself and the world around you—from atoms to outer space and everything in between.

### Powerpoint: Office Fundamentals Series – .5 Credit

Learn to create clean and professional presentations while also building your skills as a speaker, leader, and marketer! Create and format presentations while inserting multimedia, images, transitions, and animations to make a dynamic final product! Content of this course will also be applicable to the Microsoft Office Suite certification exam.

### Principles of Business, Marketing, Finance 1 A: Introduction – .5 Credit

Discover the fundamental knowledge that will help you pursue a career in business, as well as always generating interest and buzz around the products and services offered. Explore different types of businesses and ownership forms, the impact of governments on business, and the marketing of goods and services. Learn about globalization, free trade, and various economic systems, as well as the impact of technology on business, business ethics, and social responsibility.

# Principles of Bus., Marketing, Finance 1 B: Targeting Your Business Insight - .5 Credit

Take your knowledge of business basics, finance, and marketing to the next level. Learn how to create a marketing strategy that promotes and attracts customers in order to sell a product or service. Explore important basics of business finance, including accounting, budgeting, and investing. And learn what careers are available in business and the important employability skills you'll need to ace the interview and land the job!

### Principles of Information Technology 1 A: Introduction – .5 Credit

Ready to develop your understanding and proficiency in computers? Explore a range of concepts to gain the foundational knowledge you'll need to start exploring careers in this field to find out which ones suit your interests and abilities. Learn about computer hardware and maintenance to data management and storage options to network systems, administration, and troubleshooting. Then dive into word processing, spreadsheets, and databases to cement your knowledge of information technology!

### Principles of Information Technology 1 B: Working with Computers - .5 Credit

Take the IT knowledge you have to a more advanced level. Starting with an overview of programming, algorithms, and compilers, you'll then learn the basics of web page design and creating graphics. Explore security and cybercrime, emerging technologies, presentation software, and intellectual property laws. Finally, you will prepare for the future by discovering various careers in this field and planning your education!

### Principles of Public Service: To Serve and Protect – .5 Credit

Public service is a field that focuses on building a safe and healthy world, and you'll explore the many different career choices that are imperative to our comfort and success as a society. The protection of society is not only one of our greatest challenges, but it also provides ways for people to work together to ensure safety and provide indispensable services. If you have ever contemplated being one of these real-life heroes, now is the time to learn more!

### Public Speaking 1 A: Introduction - .5 Credit

Does the thought of speaking in front of people makes you break out in hives? Maybe you want tips on how to make that first great impression? In both cases, Public Speaking may be just what you need. In this class you will learn from famous orators, like Aristotle and Cicero, how to communicate effectively, uphold your arguments, and effectively collaborate with others. You'll master the basics of public speaking through practice—such as building a strong argument and analyzing the speeches of others—eventually learning to speak confidently in front of large groups. Grab your notes and get ready to conquer public speaking.

### Public Speaking 1 B: Finding Your Voice - .5 Credit

If you've learned the basics and are ready to expand your public speaking skills, Public Speaking 1b: Finding Your Voice is for you. In this course, you'll master the fundamentals of public speaking through practice and eventually learn to speak confidently in front of large groups. Explore the use inductive and deductive reasoning, learn how to prepare a speech outline, and discover how to write your own speech using correct and emotive language. This course will also help you to develop self-efficacy and self-esteem, reduce your fear of public speaking, and teach you how to use body language effectively. You'll also learn how to stand back and critically examine your own work in order to identify areas for improvement. If you've learned the basics and are ready to expand your public speaking skills, Public Speaking 1b: Finding Your Voice is for you. In this course, you'll master the fundamentals of public speaking through practice and eventually learn to speak confidently in front of large groups. Explore the use inductive and deductive reasoning, learn how to prepare a speech outline, and discover how to write your own speech using correct and emotive language. This course will also help you to develop self-efficacy and self-esteem, reduce your fear of public speaking, and teach you how to use body language

effectively. You'll also learn how to stand back and critically examine your own work in order to identify areas for improvement.

# Reading and Writing for Purpose – .5 Credit

As you move through high school to college or to your career, the types of writing and documents become more high stakes. Real-world information can be journalistic and researched-based articles, legal, insurance, college entrance forms, employment, vehicle-related documents, and more. Learn how to critically read, write, and evaluate real-world writings to set you up for your future success.

### Real World Parenting – 1 Credit

Do you love children? Maybe you dream of being a parent someday. But perhaps you are also asking yourself, just how, exactly, do you learn to parent? Learning how to care for children while teaching them confidence and accountability is not an easy feat. In Real-World Parenting, you'll learn that being a parent is much more than simply feeding, bathing, and protecting a child. Creating a positive environment, nurturing, fostering education, and serving as a role model are all critical aspects as well. You'll learn how to be a positive force in the development of your future children as well as others around you.

### Renewable Technologies: Introduction – 1 Credit

Interested in transforming energy? With concerns about climate change and growing populations' effects on traditional energy supplies, scientists, governments, and societies are increasingly turning to renewable and innovative energy sources. In the Introduction to Renewable Technologies course, you'll learn all about the cutting-edge field of renewable energy and the exciting new technologies that are making it possible. You'll explore new ways of generating energy and storing that energy, from biofuels to high-capacity batteries and smart electrical grids. You'll also learn more about the environmental and social effects of renewable technologies and examine how people's energy decisions impact policies.

# Restaurant Management – .5 Credit

Have you ever dreamed of running your own restaurant? Explore exactly what's needed to run a successful restaurant, including ordering supplies, hiring quality workers, maintaining inventory, and managing a large staff. Understanding such concepts as food safety, hygiene, customer relations, marketing, and using a point-of-sale system are crucial to being an effective restaurateur. Whether you are hoping to operate a casual sit-down eatery, oversee a fine dining establishment, or buy a food franchise, this course is the perfect first step.

#### Robotics 1 A: Introduction - .5 Credit

Are you fascinated with how machines work? Robots are machines, and they are all around us, from helping doctors in surgeries to helping to keep our homes clean. Explore the physics, mechanics, motion, and the engineering design and construction aspects used to develop robots. Learn how models are created through both sketches and software. Discover STEM careers and the education needed to enter this high-demand field.

#### Social Media: Our Connected World - 1 Credit

Have a Facebook account? What about Twitter? Whether you've already dipped your toes in the waters of social media or are still standing on the shore wondering what to make of it all, learning how to interact on various social media platforms is crucial in order to survive and thrive in this age of digital communication. In this course, you'll learn the ins and outs of social media platforms such as Facebook, Twitter, Pinterest, Google+, and more. You'll also discover other types of social media you may not have been aware of and how to use them for your benefit—personally, academically, and eventually professionally as well. If you thought social media platforms were just a place to keep track of friends and share personal photos, this course 0will show you how to use these resources in much more powerful ways.

#### Social Problems I – 1 Credit

War, crime, poverty, global warming—our world often seems full of dire warnings and predictions. How can we make sense of it all and still dare to step outside each day? Social Problems I: A World in Crisis will explore some of the biggest challenges facing our world today and prepare you to tackle them head-on. You'll learn what led to these social problems, what effects they have on our lives and societies, and what possible solutions exist for solving them. Whether you want to save the world from the next pandemic or better understand the effects of the media on society, this course will help you develop a plan of action.

#### Social Problems II - 1 Credit

It may seem like we live in a sometimes scary and ever-changing world. Everywhere we look—from the homeless living on the streets, to world-wide health epidemics, to the often negative effects of our global world—problems seem to appear at every corner. In Social Problems II: Crisis, Conflict, and Challenges, you'll explore more of the challenges we face and learn what we can do to reduce the effects of these conflicts and problems. From drug abuse to terrorists to the changing nature of communities in our digital world, we can better face and solve these problems when we have a deeper understanding of their causes and influences on our lives.

# Sociology I – 1 Credit

Human beings are complex creatures; however, when they interact and begin to form relationships and societies, things become even more complicated. Are we more likely to act differently in a group than we will when we're alone? How do we learn how to be "human"? Sometimes it can feel as if there are more questions than answers. Sociology I: The Study of Human Relationships seeks to answer these questions and many more as it explores culture, group behavior, and societal institutions and how they affect human behavior. You'll learn how social beliefs form and how this shapes our lives. How does this happen? Join us and find out.

### Sociology 2 – 1 Credit

Why do people disagree on so many big issues? Where do culture wars come from? Maybe you've wondered this as you've looked through your social media feed or read the latest online article about groups fighting over different social issues. Sociology II: Your Social Life takes a powerful look at how social institutions like families, religion, government, and education shape our world and how collective behavior and social movements can create change. Although the reality of the battles isn't always pretty, gaining a clearer picture of the different sides can help you better understand how our lives are shaped by entertainment, social institutions, and social change.

### **Sports & Entertainment Marketing – 1 Credit**

Whether you are watching a famous athlete make an unbelievable play or witnessing a sensational singing performance, the world of sports and entertainment is never boring. Although it may seem impossible for you to be a part of this glittery world, it's not! The Sports and Entertainment Marketing field offers careers that combine entertainment with traditional marketing, but with a whole lot more glamour. Explore basic marketing principles while delving deeper into the multibillion dollar sports and entertainment industry. Learn how professional athletes, sports teams, and famous entertainers are marketed as commodities and how the savvy people who handle these deals can become very successful. This course will show you exactly how things work behind the scenes of a major entertainment event and how you can be part of the act.

### The Lord of the Rings: An Exploration of the Films & Their Literary Influences – .5 Credit

Hobbits, Orcs, wizards, dashing knights, and powerful elves are all part of the magic created in J.R.R. Tolkien's famously epic tale, *The Lord of the Rings*. For years, the vivid characters within this beloved story could exist only in the readers' minds—until it was adapted into a movie that allowed fans to finally *see*, through the eyes of Hollywood magic and brilliant technology, the manifestation of these characters onscreen. What does it take to transport these well-known images like Gollum and the Shire

from dusty pages to the giant screen? In The Lord of the Rings: An Exploration of the Films & Its Literary Influences, you will see first-hand how classic literature can become modern film and bring the fantasy alive for a whole new generation of believers.

#### Theater, Cinema, & Film Production – 1 Credit

Lights! Camera! Action! Let's explore the enchanting world of live theater and its fascinating relationship to the silver screen. In Theater, Cinema, and Film Production, you'll learn the basics of lighting, sound, wardrobe, and camerawork while examining the magic that happens behind all the drama. Delve into the glamorous history of film and theater, and examine the tremendous influence these industries have had on society and culture over the years. During this unit, you'll discuss and analyze three classic American films—*Casablanca*, *Singin'* in the Rain, and The Wizard of Oz—to help you learn how to critique and appreciate some of the most famous dramas of all time.

### **Veterinary Science – 1 Credit**

Lions and tigers and bears (oh my!) Whether you want to step into the wild side of veterinary medicine or just take care of the furry dogs and cats down your street, Veterinary Science: The Care of Animals will show you how to care for domestic, farm, and wild animals and diagnose their common diseases and ailments. Learn how different veterinary treatments are used and developed to improve the lives of animals and, as a result, the lives of those people who treasure them. If you have always been drawn to the world of our furry, scaly, and feathered friends, this may be just the course for you.

# Web Development 1 A: Introduction – .5 Credit

How many times per day do you access the internet, including social media? The web is an important part of our daily lives, so it's no surprise that web development is one of the hottest career fields. Start to explore professional web development, including how to create content for the web. You'll learn about topics such as servers, file organization, HTML, CSS, Javascript, and the development stack that will let you build any website you can dream up.

#### Women's Studies: A Personal Journey Through Film – 1 Credit

Maybe you grew up watching movies with female characters like Cinderella, Belle, Snow White, or Ariel. Maybe you've wondered why there are stereotypes about women being bad drivers or ignorant about sports. Maybe you want to know about feminism and the women's movement. The Introduction to Women's Studies: A Personal Journey Through Film can help you answer these questions. Though it focuses on the experience of women, it's appropriate for anyone who wants to learn to critically examine films while learning about the history of the women's movement and how gender, race, and social class influence us. Women have earned their right to stand up and be recognized as equal partners and reap the benefits of their hard work. As the anonymous quote goes, "History is Herstory too.

#### Word: Office Fundamentals Series - .5 Credit

Learn to effectively and efficiently use one of the most common tools of business, school, and personal correspondence! Discover how to format and style documents using fonts, colors and editing tools, create tables, use bullets and numbering, and insert images. Skills you learn in this course can be applied immediately and prepares you to take the MOS Word certification exam, and content is applicable to the Microsoft Office Suite certification exam.

#### Workplace and Internship Readiness: Preparing for Work & Life - .5 Credit

Starting your first "real" job can be intimidating. But when you know what to expect and learn how to be successful, you'll feel confident about the hiring process and prepared to put yourself out there! Discover how to build a well-rounded set of employability and personal leadership skills that allow you to guide your own career. Learn how to communicate with others, take initiative, set goals,

problem-solve, research different career options, and envision your own personal career path. Get ready to create a powerful launching pad that will help you blast off into a great first job experience!

## World Religions – 1 Credit

From Taoism, to Islam, to Christianity, religion inevitably affects us all in some way. On one level, religion can help us commune with and honor our spiritual natures, but it can also divide people and create great strife in the world. World Religions: Exploring Diversity will explore the various characteristics of faith and introduce the fundamentals of the major religions, including Judaism, Islam, Christianity, Buddhism, Confucianism, Hinduism, Shintoism, and Taoism. You'll trace how these powerful faiths have influenced cultures over thousands of years and helped to shape the face of humanity. After this course, you'll have a clearer understanding of how religion continues to affect the larger world.