



WEST LOS ANGELES COLLEGE
2018 – 2020 CATALOG

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SECTION:

Courses – Beginning with Letter “V”

THEATER 233 Play Production III (3) UC/CSU

In this course students are actively involved in the production of plays for college and public performance. This course provides study and laboratory exploration in all aspects of play production involving the actor in order to develop his or her acting capabilities, skills, and disciplines.

THEATER 265 Movement for the Actor (2) UC/CSU

An introduction to the basic principles of the Alexander Technique and the application of these principles to everyday, repetitive activities as well as in theatrical and/or musical performances. The student learns to observe and change poor habits of body use that interferes with coordination, flexibility, safety; and to develop good form.

THEATER 270 Beginning Acting (3) UC/CSU

This course is designed to exercise the separate parts of the composite art of acting which includes thought, preparation, character analysis for monologue and scene preparation. Also, emphasis will be placed on improvisation, cold readings and interpretation. The ultimate goal is to develop a firm foundation for the novice actor in basic acting techniques.

THEATER 271 Intermediate Acting (2) UC/CSU

Prerequisite: THEATER 200 with a grade of "C" or better, or consent of the instructor.

Acting principles are expanded and applied in staged scenes. The emphasis is on comprehension, translation into meaningful dramatic action, and character creation. The actor's self-awareness is explored and developed before a classroom audience.

THEATER 278 Film and Television Acting (3) UC/CSU

The basic fundamentals of acting for the camera are explored. Demonstration, exercises and improvisations are used to practice the techniques. Scenes are practiced, taped and critiqued.

THEATER 291 Rehearsals and Performances I (1) CSU

This course provides instruction and supervised student participation in rehearsals and performances of a Theater Department production. Areas of involvement include all roles needed to complete the rehearsal and performance process. Student must be available for technical rehearsals and performance dates.

THEATER 305 Introduction to Design for Theatre (3) UC/CSU

Students will be offered a survey of scenery, lighting, sound, costumes, makeup, properties, theatrical equipment and construction techniques through demonstration, and laboratory experience. Information is applicable to all formal theatrical applications.

TUTORING

(TUTOR)

TUTOR 001T Supervised Tutoring (360 hours) NDA

This course is intended to help students achieve course objectives in the course for which tutoring is recommended. It also helps students to improve learning and study skills through tutoring outside of class time. Students who utilize general tutorial services,

PC Labs, the Library's Internet Lab, and audio-visual services are automatically enrolled in Supervised Learning Assistance. There is no cost associated with the use of tutoring services, the audio-visual services or the Internet Lab.

VOCATIONAL EDUCATION - noncredit (VOC ED)

VOC ED 033CE Introduction to Career Pathways in Law Enforcement (18 hours) NDA

This course introduces students to the different career pathways in the law enforcement fields at the federal, state and local levels. Students will learn about application, entrance, and training requirements as well as promotional opportunities. Active professionals from diverse law enforcement agencies will serve as guest speakers and informational interviewees in this course.

VOC ED 050CE The Art and Practice of Community-based Policing (36 hours) NDA

This course introduces students to current police and law enforcement programs, policies and issues related to community-based policing. Topics include: community-based policing strategies and initiatives, use of technology, countering terrorism, police misconduct, racial profiling, use of force, and dealing with special populations (mental illness, deaf, substance abuse, non-English speakers, runaways, homeless, child sex traffic victims, etc.).

VOC ED 060CE Custodial Technician Training (63 hours) NDA

This course will provide students with the knowledge and hands-on training needed to apply for entry-level building maintenance service positions in the public and private sectors. Students will learn and practice basic safety protocols, the use of common custodial tools, and specific cleaning processes for different types of building areas.

VOC ED 096CE Blueprint for Workplace Success (36 hours) NDA

This accelerated noncredit course is designed to provide students with the necessary tools and skills to assist them in the creation of a workplace blueprint. Some of the topics include self-discovery, time management, job market realities, workplace skills, effective communication, how to contact employers, preparing for the interview, getting hired, and keeping your job.

VOC ED 097CE Blueprint for Customer Service (18 hours) NDA

This short-term vocational education course is designed to provide new and incumbent workers the customer service skills required to increase their employability and get to know their customer or client. Topics covered include knowing what customers want, listening to customers and over-the-phone customer service.

VOC ED 098CE 30 Ways to Shine As a New Employee (12 hours) NDA

This course is designed to provide new and incumbent workers '30 Ways to Shine as a New Employee' and increase their level of effectiveness with workplace customer service and colleague relations. The topics will include achieving workplace goals, understanding workplace culture, being a team player, utilizing a

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positive attitude, and formulating a balance between home and work.

VOC ED 281CE Exploring Computer Science Information Technology Careers (18 hours) NDA

This course introduces students to the different types of careers and jobs available to computer professionals. Students will meet different professionals, identify key employers, and review educational and skill requirements for the different careers.

VOC ED 290CE Computer Literacy for College (18 hours) NDA

This course combines lecture, demonstrations, and hands-on practice to provide students with the knowledge and skills necessary to correctly operate and use basic computer hardware, software, operating systems and file management for college entry-level computer science courses. Students will learn how to effectively use the Internet and protect their personal information and identity online. Students will learn the basics for digital and social media tools as well as word processing, spreadsheets, and PowerPoint software.

VOC ED 292CE Robotics I Lab (18 hours) NDA

This course combines demonstrations and hands-on practice to provide students with the basic knowledge and skills necessary to design, program, and fabricate a working robot.

VOC ED 294CE Introduction to Social Media-Word Press Blogs (18 hours) NDA

This course combines demonstrations and hands-on practice to provide students with the basic knowledge and skills needed to create a website using WordPress and install, configure and use social media tools and plug-ins for their website and blog.

VOC ED 296CE CISCO, VMWARE, and Network Security Training Careers (36 hours) NDA

This course will introduce students to the applied skills required for most computer support specialist positions. Students will be introduced to the training resources for CISCO, VMware, and network security certification and practice their skills in the NetLAB environment.

VOC ED 320CE Exploring Health Care Careers (18 hours) NDA

This course introduces students to an overview of health care careers in the U.S. health care system. Students will gain skills to reach health care career information, including work description, work environment, employment opportunities, educational requirements and earning by using online resources.

VOC ED 400CE Introduction to Medical Terminology (18 hours) NDA

This course will enable students to obtain basic medical vocabulary and abbreviations used in health care professions. Upon completion of the course, students will be prepared for entry-level positions in the healthcare field.

VOC ED 401CE Medical Documentation and Charting (18 hours) NDA

This course will enable students to obtain basic medical documentation techniques and charting methods used in the health care professions. Upon completion of this course, students will be

able to document SOAP notes in medical records according to standard guidelines.

VOC ED 402CE Community Skills for Health Care Professions (18 hours) NDA

This course will enable students to obtain basic oral and written communication skills for the health care settings. The focus will be on the use and disclosures of identifiable health information that are permitted by the HIPAA Privacy Regulation, composing case notes, reading, and writing medical documents. Upon completion of this course, students will be prepared for entry-level positions in the health care field.

VOC ED 403CE Law and Ethics Health Professions (18 hours) NDA

This course will introduce students to medical office laws and ethics. Upon completion of this course, students will be prepared for compliance issues and proper ethical behavior in the any healthcare setting.

VOC ED 404CE Student Success in Health Occupations (18 hours) NDA

This course will introduce the student to essential skills needed to succeed in rigorous health occupations course by learning to cope with the challenges of time management, discovering personal learning styles, identifying available resources, and making the most of their studying and test preparation.

VOC ED 405CE Professionalism in Health Occupations (18 hours) NDA

This course will provide students with an overview of the importance of professionalism in the classroom and the workplace. Covering essential topics such as professional appearance, communication skills, customer service, cultural diversity and job search skills.

VOC ED 406CE Visual Spatial Perception and Psychomotor Skills Training (18 hours) NDA

This course introduces students to techniques used to develop visual perception and psychomotor skills which are often required to become a physician, dentist, nurse, or other health care professional. Laboratory exercises will provide students the opportunity to experience and assess their psychomotor and spatial skills.

VOC ED 407CE Preparation to the WLAC Dental Hygiene Program (18 hours) NDA

This course will prepare the students who have been successfully accepted into the West Los Angeles College Dental Hygiene Program for the current academic year. Students will gain the information regarding program policies, college student support services, professionalism, HIPPA, clinical kit organization, library research skills, and clinic policies.

VOC ED 408CE In-Home Supportive Services Provider (IHSS) (90 hours) NDA

This course is designed to provide students with the knowledge and necessary information required to apply skills, learned in the classroom and in the laboratory, within actual in-home nursing circumstances. Upon completion of the course students will be a full functioning In-Home Supportive Services Provider (IHSS).

VOC ED 409CE Pre-Nursing Career Pathways (18 hours) NDA

This course will prepare students for an entry-level in healthcare careers. Students will learn the career pathways for healthcare careers in Certified Nurse Assistant, In-Home Health Support Services, Home Health Aide, Geriatric Care Technician, Licensed Vocational Nurse, Nurse Practitioner, and Registered Nurse. Students will gain information on California State licensure, job outlook, personnel requirements and program curriculum.

VOC ED 410CE Vocational English as a Second Language A (54 hours) NDA

This course is designed for Limited English Proficiency (LEP) students who need help in developing their basic language and content skills related to the world of work. This first course is short-term and will focus on speaking, listening, reading, writing, arithmetic. Additionally, the course will introduce students to the world of work and the language used in the workforce.

VOC ED 413CE Legal Terminology –Civil & Criminal Procedure (20 hours) NDA

This course will expose students to basic legal terminology, abbreviations, definitions and commonly used Latin terms for civil and criminal procedure. Upon completion of this course, students will be prepared for entry-level positions in the legal profession.

VOC ED 415CE Effective Business Terminology (18 hours) NDA

This course will expose students to basic business terminology, abbreviations, and acronyms used in business organizations. Upon completion of this course, students will be prepared for use of business terminology in entry-level positions.

VOC ED 416CE Introduction to Business Careers (18 hours) NDA

This course will cover the varied business landscapes for new workforce hires. Students will gain skills to research career information including work description, work environment, employment opportunities, educational requirements, and potential earnings by using online resources.

VOC ED 417 CE Effective Business Communication (18 hours) NDA

This course will cover the various ways that information travels in business organizations. Students will gain skills that will allow them to examine the communicative process through which people are assimilated into organizational cultures.

VOC ED 418CE Effective Business Correspondence (18 hours) NDA

This course will guide students on conceptualizing, creating and sending effective business correspondence in oral and written form.

VOC ED 419CE Business Communication for Interviewing (18 hours) NDA

This course will cover the styles and techniques that will be encountered in business interview scenarios. Students will learn goals of the interviewer and skills for handling questions.

VOC ED 420CE Introduction to Starting a New Business (18 hours) NDA

This course will guide students on conceptualizing, creating and forming a new business with the development of a business plan.