

RTV 194A Radio Operations (1, 2, 3)
 3, 6, or 9 hours laboratory
Note: Pass/No Pass grading only; may be taken 4 times
Transfer acceptability: CSU
 Advanced research projects designed to meet the specific needs of student's interest in radio station operations. Projects may be chosen for production by the College or by the individual student.

RTV 194B Experimental Topics Television Operations (1, 2, 3)
 3, 6, or 9 hours laboratory
Note: May be taken 4 times
Transfer acceptability: CSU
 Individual television projects, including operations of television equipment in college produced television programs or individual productions.

RTV 197 Radio and Television Topics (.5 - 4)
 Units awarded in topics courses are dependent upon the number of hours required of the student. Any combination of lecture and/or laboratory may be scheduled by the department.
Note: May not be taken for Pass/No Pass grading; may be taken 4 times
Transfer acceptability: CSU
 Topics in Radio and Television. See Class Schedule for specific topic offered. Course title will designate subject covered.

RTV 220 Television Production and Direction (3)
 1½ hours lecture - 4½ hours laboratory
Prerequisite: A minimum grade of 'C' in RTV 110 and RTV/ENTT 120
Transfer acceptability: CSU
 Techniques and theories of television production and direction. Practice in pre production planning, staging, studio production, and editing. Duties and responsibilities of director and production crew. Production of fully scripted television programs for airing on cable and broadcast stations.

RTV 225 Intermediate Film and Video Field Production (3)
 1½ hours lecture - 4½ hours laboratory
Prerequisite: A minimum grade of 'C' in CINE/RTV 125; and a minimum grade of 'C' in RTV 110, or concurrent enrollment in RTV 110
Note: Cross listed as CINE 225
Transfer acceptability: CSU; UC – CINE/RTV 125 and 225 combined: maximum credit, one course
 Principles, techniques, and theory of field production using digital or analog video or 16mm film equipment. Theory and practice of off line linear or nonlinear editing.

RTV 230 Digital Audio with Pro Tools (3)
 1½ hours lecture - 4½ hours laboratory
Prerequisite: A minimum grade of 'C' in RTV/ENTT 130
Transfer acceptability: CSU
 Principles and techniques of editing radio, television, and film audio projects using Pro Tools software and technology. Digitizing audio source material, working knowledge of Pro Tools interface, use of multi-track audio editing system, mic and recording techniques.

RTV 240 Television News (4)
 2 hours lecture - 6 hours laboratory
Prerequisite: A minimum grade of 'C' in RTV/ENTT 120
Recommended preparation: RTV 110
Note: May be taken 4 times
Transfer acceptability: CSU
 Principles of scripting, gathering, and editing of television news. Production of newscasts for airing on cable television.

RTV 245 Advanced TV News (3)
 1½ hours lecture - 4½ hours laboratory
Recommended preparation: RTV 240
Note: May not be taken for Pass/No Pass grading; may be taken 4 times
Transfer acceptability: CSU
 Advanced principles and application of techniques and theory of local TV News reporting, news gathering, producing, and editing an ongoing TV News program. Production of newscasts for airing on cable television.

RTV 270 Digital Video Editing (3)
 1½ hours lecture - 4½ hours laboratory
Prerequisite: A minimum grade of 'C' in RTV 170
Note: May not be taken for Pass/No Pass grading.
Transfer acceptability: CSU
 Principles and techniques of digital non-linear video editing for broadcast TV and Film. Overview of Final Cut Pro software program. Application of operational and aesthetic editing principles.

RTV 275 Avid Editing for Television and Film (3)
 1½ hours lecture - 4½ hours laboratory
Prerequisite: A minimum grade of 'C' in RTV 270
Note: May not be taken for Pass/No Pass grading
Transfer acceptability: CSU
 Principles and techniques of editing video and film projects using Avid technology. Digitizing source material, storyboarding, timeline, audio editing, importing and exporting graphics, outputting, and media management.

RTV 294A Radio Programming Projects (1, 2, 3)
 3, 6, or 9 hours laboratory
Note: Pass/No Pass grading only; may be taken 4 times
Transfer acceptability: CSU
 Advanced radio projects to meet the specific needs of the student's interest in radio programming. Work on college produced broadcast productions.

RTV 294B Television Internships/Production (1, 2, 3)
 3, 6, or 9 hours laboratory
Note: Cross listed as ENTT 294B; may be taken 4 times
Transfer acceptability: CSU
 Work on advanced television production including individual research, work on college produced programs, or internships at local broadcast stations, cable companies, and other communications facilities.

Reading (READ)

Contact Reading Services for further information.
 (760) 744-1150, ext. 2568
 Office: RC-1

COURSE OFFERINGS

Courses numbered under 50 are non-degree courses.
 Courses numbered under 100 are not intended for transfer credit.

READ 5 Corrective Learning and Reading Skills/Learning Disabled (3)
 2 hours lecture - 3 hours laboratory
Note: Pass/No Pass grading only; may be taken 4 times
 Non-degree Applicable
 Individualized program for students who have specific learning disabilities. Intensive training in communication skills of reading, listening, and speaking.

READ 10 Spelling (1)
 1 hour lecture
Note: May be taken 2 times
 Non-degree Applicable
 Provides necessary skills to increase spelling ability through an introduction to phonetics and the rules of orthography.

READ 11 Spelling II (1)
 1 hour lecture
Note: May be taken 2 times
 Non-degree Applicable
 An intensive study and application of techniques necessary to improve college level spelling ability.

READ 30 Fundamental Reading Skills (1, 2)

3 or 6 hours laboratory

Note: Open Entry/Open Exit; Pass/No Pass grading only; may be taken 3 times
Non-degree Applicable

An individualized computer-assisted instruction program based on in-depth testing, assessment, prescription, and instruction for the improvement of students' vocabulary and reading comprehension. Emphasis is placed on reading skills and their application to college and life skills materials.

READ 47 Reading Topics (.5 - 4)

Units awarded in topics courses are dependent upon the number of hours required of the student. Any combination of lecture and/or laboratory may be scheduled by the department. Refer to Class Schedule.

Note: May be taken 4 times

Non-degree Applicable

Topics in Reading. See class schedule for specific topic covered. Course title will designate subject covered.

READ 50 Reading Improvement (4)

3 hours lecture - 3 hours laboratory

Note: May be taken 3 times

A course designed to improve reading skills. Individual reading problems are diagnosed and improved through a variety of instructional materials and reading techniques. For students who need to remedy difficulties with reading comprehension, vocabulary, and fluency.

READ 110 Power Reading (4)

3 hours lecture - 3 hours laboratory

Transfer acceptability: CSU

Intended for students with reading competencies who wish to enhance their reading ability by increasing reading speed, comprehension, fluency, vocabulary, and critical analysis. For students who do not have reading comprehension and vocabulary difficulties.

READ 115 Vocabulary Enhancement (2)

2 hours lecture

Transfer acceptability: CSU

Provides techniques to increase the precision and scope of language for everyday use. Emphasis is on the development of all aspects of college level vocabulary.

READ 120 Critical Reading (3)

3 hours lecture

Recommended preparation: READ 110**Transfer acceptability:** CSU

Conceptual examination and application of critical reading, critical thinking, analysis and logical reasoning in multi-discipline and multi-cultural academic sources. Emphasis on advanced critical reading, logical reasoning/thinking, reflective judgment, and problem-solving skills that will lead to the ability to interpret, analyze, critically evaluate, and advocate ideas.

READ 197 Reading Topics (.5 - 4)

Units awarded in topics courses are dependent upon the number of hours required of the student. Any combination of lecture and/or laboratory may be scheduled by the department. Refer to Class Schedule.

Note: May be taken 4 times**Transfer acceptability:** CSU

Topics in Reading. See Class Schedule for specific topic offered. Course title will designate subject covered.

Real Estate (RE)Contact the Business Administration Department for further information.
(760) 744-1150, ext. 2488
Office: MD-341**Associate in Arts Degrees -**

AA Degree requirements are listed in Section 6 (green pages).

- Escrow
- Real Estate Broker License Preparation

Certificates of Achievement -

Certificate of Achievement requirements are listed in Section 6 (green pages).

- Escrow
- Real Estate Broker License Preparation

Certificates of Proficiency -

Certificate of Proficiency requirements are listed in Section 6 (green pages).

- Real Estate Appraisal License Preparation
- Real Estate Salesperson License Preparation

PROGRAMS OF STUDY**Escrow**

Prepares students for employment as escrow officers.

**A.A. DEGREE MAJOR OR
CERTIFICATE OF ACHIEVEMENT**

Program Requirements		Units
RE 100	Real Estate Principles	3
RE 105	Real Estate Finance	3
RE 120	Legal Aspects of Real Estate	3
RE 155	Escrow and the Title Procedures	3
RE 156	Advanced Escrow Procedures	3
RE 157	Escrow Problems	3
Electives (Select 2 courses, 5-7 units)		
ACCT 103 and	Financial Accounting	4
ACCT 104	Accounting Spreadsheet Concepts	2
BUS 110	Business Mathematics	3
BUS 115 or	Business Law	
BUS 116	Business Law	3
BUS 205	Business Writing	3
BMGT 110	Human Resource Management	3
OIS 102	Intermediate Keyboarding	2
RE 110	Real Estate Appraisal	3
RE 115	Real Estate Practice	3
RE 130	Real Estate Economics	3
RE 135	Real Estate Investments	3
RE 145	Real Estate Exchanges	3
RE 158	Current Trends in Escrow	3
CE 100*	Cooperative Education	2, 3, 4
TOTAL UNITS		23 - 25

* Applicable for C.E.A.'s Educational Achievement Award for full time students only. Completion of this certificate also qualifies students for the California Escrow Association's Educational Achievement Award.

Real Estate Appraisal License Preparation

A Real Estate Appraiser Trainee license is required of individuals who are to be employed as appraisers under the control and supervision of licensed or certified real estate appraisers. A license may be obtained by a person who does not immediately intend to be employed by an appraiser. However, no real estate appraisal activity may be performed unless the trainee is in the employ of a licensed or certified real estate appraiser.

An applicant to take the Real Estate Appraisal examination must:

1. Be at least 18 years of age or older.
2. Meet minimum Educational requirements:
Applicants for the Trainee or Residential license must provide evidence of successful completion of 150 hours of real estate appraisal education, including 15 hours of USPAP (Uniform Standards of Professional Appraisal Practice). Applicants for the Certified Residential license must provide proof of completion of 200 hours of real estate appraisal education (including 15 hours of USPAP).