# COURSE DESCRIPTIONS

## ALL COURSES

## AIR CONDITIONING/REFRIGERATION (ACR)

**ACR 1203: Fundamentals of Electricity**
The characteristics of alternating current, waves, phase relations, transfer action, electrical circuits, and its use with controls, motors, relays, including legends and symbols are taught. In addition, the student will study the wide variety of motors, single and three phase used in the air conditioning and refrigeration field.
Ozark CTE General Technology Fee; $51

**ACR 1205: Tubing and Piping**
This course covers the process of identifying tubing and pipe with practical applications in sizing and fitting to different configurations using mechanical fittings and soldering. The history and development of air conditioning is also covered. Silver branding and aluminum soldering is also taught. Practical application is provided in the laboratory. Safety is emphasized.
Ozark CTE General Technology Fee: $85.

**ACR 1222: Industrial Controls**
Designed to teach the student how to set up a control system for different types of control requirements. Different types of control methods are studied, such as PLC, digital and microprocessor systems.
Ozark CTE General Technology Fee: $34.

**ACR 1301: Industrial Safety in Air Conditioning and Refrigeration**
The hazards associated with the different refrigerants, electricity, the oxy-acetylene torch, radon, carbon monoxide, extreme heat and extreme cold and ladder safety will be addressed.
Ozark CTE General Technology Fee: $17.

**ACR 1302: Basic Compression and Refrigeration**
A comprehensive study of mechanical refrigeration systems emphasizing proper service techniques through analysis of the problem. Testing procedures, parts removal and installation are covered in depth. Also included is a study of the computation of temperature - pressure relationship and related problems.
This course is designated as "Green".
Ozark CTE General Technology Fee: $34.

**ACR 1503: Electronic Components**
The student will study the wide variety of motors used in the air conditioning and refrigeration field. In addition, various system controls, relays, resistors, contactors, and timers are concepts that will be taught as they relate to motors and their operation.
Ozark CTE General Technology Fee: $51.

**ACR 1602: Schematics**
The student will learn to read, draw, and interpret writing diagrams and to place the circuitry in operative arrangements with electrical and electronic symbols. System diagrams will be developed by the student for a wide variety of A/C equipment.
Ozark CTE General Technology Fee: $34.

**ACR 2102: Residential Systems**
Pre-requisite: ACR 1203 Fundamentals of Electricity and ACR 1302 Basic Compression and Refrigeration.
This course is a study of the major components and control devices for gas and oil furnaces, hydronic systems, heat pumps, and cooling systems.
Ozark CTE General Technology Fee: $34.

**ACR 2104: Heat Gain and Loss**
Pre-requisite: ACR 1302 Basic Compression and Refrigeration.
A study of air properties and the instrumentation to meet the environmental needs of structures, residential and commercial, and the factors involved in the calculation of heating and cooling loads. Also included, is a study of the distribution mediums such as duct design and sizing.
This course is designated as "Green".
Ozark CTE General Technology Fee: $68; Ozark ACR Fee: $87.

**ACR 2112: Air Conditioning Service**
This course includes a comprehensive study of air conditioning systems which emphasizes proper service techniques through analysis of the problem. Testing procedures, parts removal, and installation are covered in depth. A study of the computation of temperature pressure relation and related problems is included. Environmental impacts and safety are emphasized, including Environmental Protection Agency certification.

This course is designated as "Green".
Ozark CTE General Technology Fee: $34.

### ACR 2114: Commercial Refrigeration

Covers all aspects of using ammonia as a refrigerant. Describes both single-stage and two-stage ammonia systems. Explains the importance of accumulators and intercoolers in ammonia systems. Concludes with coverage of liquid recirculation system operation.
Ozark CTE General Technology Fee: $68.

### ACR 2124: Sheet Metal

Provides an introduction to safety, tools, machinery, materials, and fasteners used in the sheet metal trade.
Ozark CTE General Technology Fee: $68.

### ACR 2134: Boiler Operations

Will cover the basic theory, operation, and construction of a high pressure boiler.
This course is designated as "Green".
Ozark CTE General Technology Fee: $68.

### ACR 2994: SPECIAL TOPICS FOR AIR CONDITIONING AND REFRIGERATION

This course is designed to introduce students to specific areas in Air Conditioning and Refrigeration. Course content and credit are designed to meet the needs of the student. The topic will vary from offering to offering; thus, the course may be taken more than once for a total of 6 hours. This course requires 15 clock hours per one semester credit hour.
CTE General Technology Fee: $40.

## AUTOMATION TECHNOLOGY (AT)

### AT 1103: PROGRAMMING I

Cross-listed with CIS 1103 Programming I.
This course is designed to give the student an understanding of established and new methodologies using Microsoft Visual Basic programming. Emphasis is placed on developing logical thinking skills.
Ozark CTE General Technology Fee: $51.

### AT 1123: SEMICONDUCTORS I

This course introduces semiconductors or solid-state components. Topics covered include the diode and applications, transistors, and amplifiers.
Ozark CTE General Technology Fee: $51.

### AT 1143: INTRODUCTION TO DIGITAL LOGIC

An introductory course in the study of digital logic systems. Basic digital logic gates, truth tables, numbering systems, and different types of TTL integrated circuits are studied.
Ozark CTE General Technology Fee: $51.

### AT 1153: NETWORKING I

Cross-listed with CIS 1153 Networking I.
Designed as a foundation course that provides the theory and basic understanding of the hardware and software that comes together to build local area and wide area networks.
Ozark CTE General Technology Fee: $51.

### AT 1163: FUND ELECTRICITY I (DC CRCTS)

This course is an overall study of the fundamental principles of D.C. circuits. A basic study of Ohm's Law, series, parallel and series parallel resistor circuits. The fundamental concepts form the basis for the study of advanced applications of electronic systems. It is necessary for the electronic technician to be able to understand the basic concepts to function as an Electronic Technician.
Ozark Campus CTE fee: $51.

### AT 1173: FUND ELECTRICITY II (AC CRCTS)

This course is an overall study of the fundamental principles of A.C. circuits. A basic study of Ohm's Law, series, parallel and series parallel resistor circuits. The fundamental concepts form the basis for the study of advanced applications of electronic systems. It is necessary for the electronic technician to be able to understand the basic concepts to function as an Electronic Technician.
Ozark CTE General Technology Fee: $51.

### AT 1253: NETWORKING II

Cross-listed with CIS 1253 Networking II.

Prerequisite: ICS 1153. Builds upon the skills and concepts learned in Networking I. Emphasis will be on the hands-on aspects of personal computer networks using Microsoft and Linux based networking products, including installations and/or expanding a networking system and troubleshooting problems.
Ozark CTE General Technology Fee: $51.

### AT 1303: PC MAINTENANCE I

Cross-listed with CIS 1303 PC Maintenance I.
This course is designed to prepare individuals to troubleshoot, build, and repair personal computers, workstations, printers, and other computer peripherals. The student will also learn to install, debug, diagnose, and repair software problems associated with PCs.
Ozark CTE General Technology Fee: $51.

### AT 2013: INTRO TO INDUSTRIAL ROBOTICS

Introduction to Industrial Robotics studies the basic operation of a Robot. Skills covered include safety, power up, shutdown, manual operation, homing, and end effector operation. Skills taught also include basic robot programming including movement and effector commands, interfacing and material handling, application development, flexible manufacturing cells, quality control, production control, and work cell development.
Ozark CTE General Technology Fee: $51.

### AT 2033: INDUSTRIAL ROBOTICS PROGRAM

Prerequisite: ICS 2013.
This course is intended for an operator, technician, engineer, or programmer
who must setup and record programs on robot or virtually. The course covers the Robot Operations outline intermixed with the tasks required to setup the specific application, test, run and refine the program and production setup. Students will learn Fanuc or ABB robot programming in this course.
Ozark General CTE Fee: $51.

### AT 2043: ROBOTICS AND MOTION CONTROL

Prerequisites: ICS 1163 and ICS 1173.
This course teaches the skills required to understand and maintain the sophisticated applications so commonly found in modern industry. The motion control action may be as simple as opening and closing a valve or as complex as controlling multiple axes on a CNC machine. The motion control learning system is self-contained and teaches students to control one axis. It allows students to learn industry-relevant skills including how to create, navigate, configure, operate, maintain, and apply motion control systems. This course covers the basic tasks and procedures required for an operator, technician, engineer, or programmer to setup, teach, test, and modify iRVision applications or ABB integrated Vision applications.
Ozark General CTE Fee: $51.

### AT 2123: INDUSTRIAL FLUID POWER

This course is designed to provide the basic knowledge and application of physical principles involving pumps, cylinders, valves, motors, design, assembly, graphic symbols, and the operation of hydraulic and pneumatic control circuits based on logic principles. Lecture: 4 hours, laboratory: 1 hour.
Ozark CTE General Technology Fee: $51.

### AT 2133: INTRO TO PROGRAMMABLE CONTROLS

Prerequisites: ICS 1123, 1163, 1173, and 2123.
Co-requisite: ICS 2123, 2143, 2153, and 2163.
NOTE: ICS 2123 may be taken before or concurrently with ICS 2133.
An introduction to programmable controllers (PCs). The PC is a microprocessor-based programmable device used in controlling mechanical machinery, energy management systems, computer integrated manufacturing, and other applications. Lecture: 3 hours, laboratory: 6 hours.
This course is designated as "Green".
Ozark CTE General Technology Fee: $51.

### AT 2143: PROGRAMMABLE CONTROLLERS

Prerequisites: ICS 1123, 1163, 1173, 2123 and 2133.
Co-requisite: ICS 2123, 2133, 2153, and 2163.
NOTE: ICS 2123 and 2133 may be taken before or concurrently with ICS 2143.
A continuation of ICS 2133. The PC is a microprocessor-based programmable device used in controlling mechanical machinery, energy management systems, computer integrated manufacturing, and other applications.
Lecture: 1 hours, laboratory: 4 hours.
This course is designated as "Green".
Ozark CTE General Technology Fee: $51.

### AT 2153: INTRO TO INDUSTRIAL AUTOMATION

Prerequisites: ICS 1123, 1163, 1173, and 2123.
Co-requisite: ICS 2123, 2133, 2143, and 2163.
NOTE: ICS 2123 may be taken before or concurrently with ICS 2153.

An introduction to circuit configurations used in industry. Topics to be covered are: solid-state systems used to control D.C. motors, electro-mechanical devices, three-phase power, open and closed loop motor control, robotic input and output transducers, various instrumentation and process control classes. Lecture: 4 hours, laboratory: 3 hours.
This course is designated as "Green".
Ozark CTE General Technology Fee: $51.

### AT 2163: INDUSTRIAL AUTOMATION

Prerequisites: ICS 1123, 1163, 1173, 2123, and 2153.
Co-requisite: ICS 2123, 2133, 2143, and 2153.
NOTE: ICS 2123 and 2153 may be taken before or concurrently with ICS 2163.
A continuation of ICS 2153. Topics to be covered are: solid-state systems used to control A.C. motors, electro-mechanical devices, three-phase power, open and closed loop motor control, robotic input and output transducers, various instrumentation and process control classes. Lecture: 4 hours, laboratory: 3 hours.
This course is designated as "Green".
Ozark CTE General Technology Fee: $51.

### AT 2203: COMPUTER SYSTEM COMPONENTS

A study of the internal structure of the microprocessor. The full computer system is analyzed from both aspects of hardware and software. Many of the principles studied apply to computer troubleshooting and computer interfacing. Many of the computer support circuits are studied. Many of the skills learned from Programming I, Operating Systems, and Digital Logic are brought together and enhanced.
This course is designated as "Green".
Ozark CTE General Technology Fee: $51.

### AT 2213: SEMICONDUCTORS II

Prerequisite: ICS 1123.
A continuation of ICS 1123, this course is a study of field effect transistors, thristors, and linear integrated circuits.
Ozark CTE General Tech Fee: $51.

### AT 2303: PC MAINTENANCE II

Cross-listed with CIS 2303 PC Maintenance II.
Prerequisite: ICS/CIS 1303 PC Maintenance I.
This course is designed to teach individuals core elements of computer repair based on the A+ Certification exams. The student will build on the knowledge acquired from PC Maintenance I, allowing them to be more prepared to diagnose, and repair computers in the working environment.
Ozark CTE General Technology Fee: $51.

### AT 2513: BLUEPRINTS/MEASUREMENTS/SAFETY

This course introduces how to interpret and accurately work with technical drawings, the care and use of precision measuring instruments, and machine safety.
Ozark CF Machining Fee: $75; Ozark CTE Fee: $51.

### AT 2514: CNC MILLING

Prerequisites: ICS 2513 and ICS 2523
Manufacturing today utilizes innovative technologies, including Computer Numerical Control (CNC), Computer Aided Manufacturing (CAM) software, and specialty materials to develop and build the products of tomorrow. Students will be walked through all aspects of CNC machining: how to upload and download programs to the machine and how to apply machining techniques to machine a part. At the end of the course, students will spend time on the milling machine learning how to machine a part in a CNC Milling machining center. This last step is critical to putting pieces of the puzzle together so that one can understand the whole process. Students will be applying machining techniques in the virtual world and then applying and seeing how a virtual object becomes reality on a CNC machine.
Ozark Machining Fee: $100; Ozark CTE Fee: $68.

### AT 2523: MACHINING TECHNOLOGY

This course introduces machining operations as they relate to the metalworking industry. Topics include machine shop safety, measuring tools, lathes, drill machines, saws, milling machines, and layout instruments.
Ozark Machining Fee: $75; Ozark CTE Fee: $51.

### AT 2524: CNC TURNING

Prerequisites: ICS 2513 and ICS 2523
Manufacturing today utilizes innovative technologies, including Computer Numerical Control (CNC), Computer Aided Manufacturing (CAM) software, and specialty industry materials to develop and build the products of tomorrow. Students will be walked through all aspects of CNC machining: how to upload and download programs to the machine and how to apply machining techniques to machine a part. At the end of the course, students will spend time on the turning machine learning how to machine a part in a CNC Turning Machining Center. This last step is critical to putting the pieces of the puzzle together so that one can understand the whole process. Students will be applying machining techniques in the virtual world and then applying and seeing how a virtual object becomes reality on a CNC machine.

Ozark Machining Fee: $100; Ozark CTE Fee: $68.

# AUTOMOTIVE SERVICE TECHNOLOGY (AST)

### AST 1003: Automotive Electronics
This course is an overall study of the fundamental principles of DC and AC electricity, Ohm's Law, series, parallel, and series parallel circuits as related to the automotive field.
Ozark CTE General Technology fee: $51; Ozark Auto Service Fee $85.

### AST 1004: Gasoline Engine Theory
Provides the student with an introduction to automotive engines. Students learn the proper use and care of hand tools, precision tools, special tools, and equipment. Theory of operation with attention to components is included. Cooling systems, lubrication systems, intake systems, exhaust systems, vehicle maintenance, as well as PC based automotive schematics and flow charts are taught. Safety is emphasized.
This course is designated as "Green".
Ozark CTE General Technology Fee: $68, Ozark CF Auto Service Fee: $85.

### AST 1005: Engine Performance
Prerequisite: AST 1004 Gasoline Engine Theory Engine Theory.
Provides students with an understanding of fuel, ignition, drivability, and emissions systems. Theory of operation as well as relevant electronic components and computing systems diagnosis is included.
This course is designated as "green".
Ozark CTE General Technology Fee: $85, Ozark Auto Service Fee: $45.

### AST 1103: Automotive Brake Systems
Concentrates on the theory and operation of disc and drum brake systems. Basic hydraulic principles as well as the operation and components of the brake foundation systems are taught. The course includes an in-depth study of various power brake systems, including vacuum assisted systems, hydraulically boosted systems, and several types of anti-lock braking systems.
Ozark CTE General Technology Fee: $51.

### AST 1113: Introduction to Automotive Drivetrains
Designed to cover the entire drivetrain on a late model vehicle with a standard transmission. Instruction will begin with the flywheel and proceed to the transmission, through the differential assembly, and ending at the wheel and hub. Includes the principles of gear reduction as it applies to the theory, operation, and repair of manual transmission, differential, and transaxles. Several types of four-wheel drive systems will be taught.
Ozark CTE General Technology Fee: $51.

### AST 1203: Automotive Climate Control
Begins with a study of refrigeration, the refrigeration cycle, and basic components of a typical automotive refrigeration system. The function and construction of compressors, lines, expansion valves, expansion tubes, condensers, evaporators, blower motors, and air distribution systems is covered. Automatic temperature control systems including the latest computer monitored systems, and heating and ventilation will also be covered. Service and maintenance procedures as well as shop safety are emphasized.
This course is designated as "green".
Ozark CTE General Technology Fee: $51.

### AST 1213: Automotive Chassis and Steering
Designed to introduce the student to the theory and operation of modern suspension and steering systems. The study of the suspension system includes wheels, tires, hubs, bearings, seals, springs, and vehicle forms. Various designs and construction of each of these components will be covered. Steering and suspension systems start with the basic theory of steering geometry and the related factors. Wheel alignment, construction and operation of the various manual, and power steering components are included.
Ozark CTE General Technology Fee: $51.

### AST 1223: Advanced Automotive Drivetrains
Pre-requisite: AST 1113 Introduction to Automotive Drivetrains.
A continuation of AST 1113 Introduction to Automotive Drivetrains. A study of the theory and operation of the entire drivetrain of automotive automatic transmissions and transaxles.
Ozark CTE General Technology Fee: $51.

### AST 2003: Career Readiness
This course teaches essential skills (personal characteristic and behavioral skills) that broadly prepare students for a successful transition into the workforce. Essential skills enhance an individual’s interactions, job performance, and career prospects such as adaptability, integrity, cooperation, and workplace discipline. Topics addressed include, but may not be limited to, critical thinking/problem solving, oral/written communication, teamwork/collaboration, digital literacy, leadership, professionalism/work ethic, and diversity/inclusion.
Lecture: 3 hours
Ozark CTE General Technology Fee: $51.

### AST 2103: Advanced Automotive Electronics

Prerequisites: AST 1003 Automotive Electronics
This course applies the fundamentals of electronics, including Ohm's Law, basic electrical circuits, wiring diagrams, and common electrical symbols to the automobile. Diagnosis and troubleshooting of electrical circuits is emphasized, including familiarizations with most common types of testing equipment. It includes an in-depth study of the theory and operation of automobile electronic control systems.
This course is designated as "green".
Ozark CTE General Technology Fee: 51.

### AST 2113: Advanced Engine Performance

Prerequisite: AST 1005 Engine Performance.
This course covers advanced theory and testing of engine related fuel and computerized systems. The student should have a basic understanding of basic computer, fuel, and ignition systems. Students will use more advanced equipment for testing.
Ozark CTE General Technology Fee: $51.

### AST 2203: Diesel Theory

Studies the basic principles involved in the construction and operation of diesel engines. Examines fuel, air, cooling, and control systems of various designs. Discusses engine overhaul and repair, includes gauging proper measuring instruments and tools for these tasks. Studies the design, operation, care, and repair of fuel injection systems used on a variety of diesel engines. Emphasizes care and cleanliness in troubleshooting the fuel preheating, starting, generating, and lighting systems.
Lecture: 2 hours, laboratory: 1 hour.
Ozark CTE General Technology Fee: $51.

### AST 2303: Alternative Automobile Fuels and Technology

This course applies the fundamentals of electronics, including Ohm's Law, basic electrical circuits, wiring diagrams, and common electrical symbols to the automobile. Diagnosis and troubleshooting of electrical circuits is emphasized, including familiarization with most common types of testing equipment. It includes an in-depth study of the theory and operation of automotive electronic control systems. This course supports the general education goals of the Ozark Campus. Students will utilize through assigned tasks skills of communication, problem solving and technology.
Lecture: 3 hours.
Ozark CTE General Tech Fee: $51.

### AST 2993: Special Topics for Automotive Service Technology

This course is designed to introduce students to specific areas in Automotive Service Technology. Course content and credit are designed to meet the needs of the student. The topic will vary from offering to offering; thus, the course may be taken more than once for a total of 6 hours. This course requires 15 clock hours per one semester credit hour.
Ozark CTE General Technology Fee: $51.

## BANKING (BNK)

### BNK 2303: Money and Banking

Addresses the various financial markets as well as economic factors and their impact on the banking industry.

### BNK 2313: Principles of Banking

Presents fundamental banking concepts and principles, the basics of how banks operate and serve providers and businesses, their obligation to operate in a safe and sound manner and manage risks, and the responsibilities of bank employees in a customer-focused financial services environment.
LEC: 3 hours

### BNK 2323: Branch Operations

Introduces essential bank teller skills such as cash handling, check cashing, deposit and withdrawal processing, cash payments, and daily settlements of teller cash and proof transactions. Will develop a broad understanding of bank products while learning the importance of building customer relationships and cross-selling products to meet customer needs by providing value-added service. Will also look at item processing department and other back-office departments which will directly affect and be effected by teller work.
3 Hours Lecture

### BNK 2333: Loan Operations

Prerequisites: BNK 2313 Principles of Banking and BNK 2323 Branch Operations.
Covers the skills necessary for successful loan operations. Will address the consumer lending process by breaking the process down. Students will learn of the various loan products available, and how to identify the components of the consumer installment credit market. Students will apply credit math and loan pricing principles, as well as learn to recognize variables that affect loan structure. Regulation and compliance regarding the loan process will be heavily addressed.
Lecture: 3 hours

### BNK 2343: Legal Foundations in Banking
Prerequisites: BNK 2313 Principles of Banking and BNK 2323 Branch Operations.
Presents the underlying legal structure for conducting the business of banking. This course covers key legal requirements affecting banks and bankers, as well as core language that must be understood to be effective. It provides the critical legal knowledge that every banker should know.

### BNK 2593: BANKING WORKBASED LEARNING I
Banking Work-Based Learning is a field-based learning experience that combines study, observation, and professional experience. The purpose of work-based learning is to provide an opportunity for students to apply educational, leadership, and communication concepts and theories in a practical context and to provide the student with the opportunity to develop knowledge and skills deemed desirable for a career in the banking field.

### BNK 2693: BANKING WORKBASED LEARNING II
Banking Work-Based Learning is a field-based learning experience that combines study, observation, and professional experience. The purpose of work-based learning is to provide an opportunity for students to apply educational, leadership, and communication concepts and theories in a practical context and to provide the student with the opportunity to develop knowledge and skills deemed desirable for a career in the banking field.

### BNK 2793: BANKING WORKBASED LEARNING III
Banking Work-Based Learning is a field-based learning experience that combines study, observation, and professional experience. The purpose of work-based learning is to provide an opportunity for students to apply educational, leadership, and communication concepts and theories in a practical context and to provide the student with the opportunity to develop knowledge and skills deemed desirable for a career in the banking field.

### BNK 2893: BANKING WORKBASED LEARNING IV
Banking Work-Based Learning is a field-based learning experience that combines study, observation, and professional experience. The purpose of work-based learning is to provide an opportunity for students to apply educational, leadership, and communication concepts and theories in a practical context and to provide the student with the opportunity to develop knowledge and skills deemed desirable for a career in the banking field.

### BNK 2913: Banking Work-Based Learning
Banking Work-Based Learning is a field-based learning experience that combines study, observation, and professional experience. The purpose of the work-based learning is to provide an opportunity for students to apply educational, leadership, and communication concepts and theories in a practical context and to provide the student with the opportunity to develop knowledge and skills deemed desirable for a career in the banking field.

### BNK 2916: Banking Work-Based Learning
Banking Work-Based Learning is a field-based learning experience that combines study, observation, and professional experience. The purpose of work-based learning is to provide an opportunity for students to apply educational, leadership, and communication concepts and theories in a practical context and to provide the student with the opportunity to develop knowledge and skills deemed desirable for a career in the banking field.
This course is for high school students only.

### BNK 2993: SPECIAL TOPICS IN BANKING
This course is designed to introduce students to specific areas in Banking Services. Course content and credit are designed to meet the needs of the student. The topic will vary from offering to offering; thus, the course may be taken more than once for a total of 6 hours. This course requires 15 clock hours per one semester credit hour.

## BUSINESS TECHNOLOGY (BST)

### BST 1003: Business English
Designed to develop the student's vocabulary skills, dictionary usage, proofreading, listening, and English grammar as needed for current business usage enabling the student to write and communicate effectively.

### BST 1013: Word Processing
Students will learn word processing skills in storing, retrieving, formatting, editing, and printing through the manipulation of the software program. Must possess adequate computer literacy skills before enrolling.
Ozark CF Business Technology Fee: $34.

### BST 1023: Keyboarding
Acquaints the student with the alphabetic keyboard through usage of the computer. The course emphasizes basic skill development through drills for speed and control, methods used in centering and tabulations, letter style, business reports, and production measurement. (May be required if student's skill level is not adequate for other course work.)

### BST 1033: Administrative Support Procedures
Emphasizes the practices and procedures acceptable in a business office. Topics include interpersonal relations, telephone usage, mail handling, records management, job application procedures, travel arrangements, reprographics, and financial statements.
LEC: 3 hours

### BST 1043: Professional Communication
Designed to review and/or learn the basics in punctuation and to further develop spelling skills. The course covers the principles of effective communication in the modern business office. Topics include writing skills, reading skills, and psychological principles involved in effective business letter writing as well as oral communication.
Ozark CF Business Technology Fee: $34.

### BST 1053: Spreadsheets
Students will develop comprehensive skills using Microsoft Excel. These skills will include toolbar usage, cell and worksheet formatting, cell functions, worksheet organization and printing. The user will become adept at advanced features such as charts, linking worksheets and workbooks, customizing templates and toolbars, and other features.
1 hour lecture.
Ozark CF Business Technology Fee: $34.

### BST 1063: Legal Environment for Business Technology
Provides an introduction to characteristics of the American system of free enterprise and the obligations and rights of an individual. Topics include torts, rights of private property, contracts, bailment, insurance and risk, labor, and dignity and worth of an individual.

### BST 1073: Accounting
The study of fundamental accounting concepts and procedures. The course emphasizes the accounting cycle, and includes journalizing and posting transactions, preparing trial balances, worksheets, and financial statements. Emphasis is also given to cash, banking, payroll procedures, sales, purchases, and accounts receivable/ payable.

### BST 1083: Introduction to Economics
An overview of macroeconomics with continued emphasis on microeconomic theory as it applies to business technology students

### BST 1303: Introduction to Computers
Designed to introduce students to computer hardware, software, procedures, systems, and human resources as applied to business. It focuses on computer literacy, the concepts of the data processing cycle, and an introduction to commercially available software.
LEC: 3 hours

### BST 2023: Organizational Leadership
This course is designed to provide individuals with the tools necessary to effectively lead other individuals and teams in today's complex organizational climate. This course addresses key dimensions of leadership behavior: personal integrity, self-knowledge, vision, communication, organizational competence, and empowering people and teams. The course will focus on three specific leadership areas: Individuals as leaders, team leadership and organizational leadership.

### BST 2053: Advanced Spreadsheets
This course presents instructional material, self-study guides, and online practices where students will learn to use advanced functions of Excel to improve productivity, enhance spreadsheets with templates, charts, graphics, and formulas and streamline their operational work. Students will apply visual elements and advanced formulas to a worksheet to display data in various formats, apply advanced analysis techniques to more complex data sets, learn how to automate common tasks, and leverage on Excel’s advanced functionality to simplify and streamline day-to-day work. Topics covered include Pivot tables, advanced charts and tables, advanced and imbedded formulas, Macros, and What If scenarios, and collaboration features.
Ozark CF Business Technology Fee: $34.

### BST 2113: Advanced Word Processing
Pre-requisite: BST 1013 Word Processing. Provides students an opportunity for more in-depth practical application of word processing skills. Emphasis is given to design, format, merging, and advanced editing techniques.
Ozark CF Business Technology Fee: $34.

### BST 2123: Computer Applications for Accounting
Prerequisite: BST 1073 Accounting. Designed to acquaint students with major areas of computerized accounting. Application areas covered will include general ledger, accounts payable, accounts receivable, and payroll.

### BST 2133: Multimedia
Focuses on a variety of software as well as technology-based equipment used in advanced office settings. Projects will emphasize the use of the following: digital camera, video equipment, desktop publishing, graphics production, electronic slide show presentations, E-mail, and Internet.
Ozark CF Business Technology Fee: $34.

### BST 2143: Introduction to Management
Provides insight into the characteristics, organization, and operation of a business. Studies include international business, factors of business operations, and business decision-making. Management skills, the legal environment, and types of business ownership are included in this course.

**BST 2153: Database Management**
This course includes elementary database design, record layouts, simple selection operations, and basic report generation.
Ozark CF Business Technology Fee: $34.

**BST 2163: Desktop Publishing**
Prerequisites: COMS 1003 or BST 1303 Introduction to Computers and/or BST 1013 Word Processing.
Utilizes a desktop publishing software program in order to provide practical experience in the development of marketing and informative correspondence. Activities include creating newsletters, menus, posters, fact sheets, advertisements, business reports, brochures, comprehensive indexes, and planning a web page.
LEC: 3 hours

**BST 2173: Social Media Marketing**
Social Media is a countless array of Internet based tools and platforms that increase and enhance the sharing of information. This course will help students understand the unlimited amount of information available from social media sites for business advertising/marketing and social good. Students will gain the necessary skills to become media professionals and extend, enhance and apply their expertise to emerging social media information and communication technologies.

**BST 2183: Introduction to Marketing Principles**
This course is designed to serve as an introduction to the basic principles of marketing policies and practices and their application. Topics include consumers; policies; costs; analyzing opportunities, target markets, ethics, social responsibilities, and relationships.

**BST 2213: Human Relations Principles and Practices**
Designed to introduce students to the breadth and depth of the field of human relations. Emphasis is on the processes of communication, problem solving, decision making, conflict and change as they occur in individuals, interpersonal, group, and intergroup relations.

**BST 2223: Introduction to Research**
This course will cover using technology to gather, evaluate, and collect information from a variety of sources. Strategies for reading critically; organizing and developing thoughts; interpreting and evaluating sources; writing summaries, bibliographies, critiques, and literature reviews will be covered. Plagiarism, citation of sources, and proper format will also be discussed.
3 Hours Lecture.

**BST 2303: Money and Banking**
Addresses the various financial markets as well as economic factors and their impact on the banking industry.

**BST 2313: Deposit Operations**
Covers customer services, teller functions, new accounts, accounts payable, trusts, estates, branch security, general ledger banking, e-banking and online banking, call support, confidentiality, and research in banking.
LEC: 3 hours

**BST 2333: Loan Operations**
All aspects of consumer and commercial lending as well as financial and insurance statements. Other topics that will be addressed include managing loan files, assessing risk in lending, understanding issues of regulation and compliance, bankruptcy, credit reports, and appraisals.

**BST 2443: Introduction to Project Management**
Introduction to basic project management concepts, including how to scope, plan, launch, monitor, control and close a project. The course includes the Project Management Institute's (PMI) basic knowledge area: Integration, Scope, Time, Cost, Quality, Human Resources, Communication, Risk and Procurement. Students will use various tools, including software, to manage different levels of projects through their life cycle for various organizational structures and stakeholders.

**BST 2513: Introduction to Human Resources Management**
In this course, students explore the importance of establishing and/or administrating the goals, policies, and procedures of the organization. Students will cover the application of the various functions performed in contemporary human resources management, including communication, impacts of EEOC, writing job descriptions, recruitment, selection, interview techniques, orientation, developing policies and procedures, training, performance management, employee guidelines, and employee benefits.

**BST 2523: Employment Law**
Focuses on fundamental concepts of the employment relationship and legal rights/duties of employer and employee. Students will develop an understanding of employee rights, diversity, compensation and benefits law, the appeal process, reacting to legal charges, documenting the hiring and firing process, dealing with harassment issues, privacy issues, Also explores wrongful termination and other emerging case law doctrines. Discusses the Americans with Disabilities Act, National Labor Relations Act, wage and benefit legislation, and the Occupational Safety Act.

### BST 2533: Employee Recruiting, Training, and Compensation

Students will be introduced to basic theories and strategies utilized in staffing, planning, recruiting, and selection, and compensation. Topics covered include job analysis, job description, recruitment, selection, and performance based assessment. This course enables the student to explore how human resources development professionals train individuals and develop the potentials of individuals within the workplace as well as understand the role that an integrated total compensation program can play in contributing to organizational success.

### BST 2543: Workplace Behavior and Ethics

This course presents an overview of essential organizational theories and concepts. It focuses on the basic concepts of motivation, control, change, team building, and on the development of effective relationships in a diverse work environment. Students will review and examine ethical responsibilities and relationships between organizational departments, divisions, business management, and the public.

### BST 2993: Special Topics for Business Technology

This course is designed to introduce students to specific areas in Business Technology. Course content and credit are designed to meet the needs of the student. The topic will vary from offering to offering; thus, the course may be taken more than once for a total of 6 hours. This course requires 15 clock hours per one semester credit hour.

## CARDIAC SONOGRAPHY (CVT)

### CVT 2112: Hospital Policies and Patient Care

Prerequisite: Acceptance into the Cardiac Sonography program.
Hospital Policies and Patient Care is an in-depth study of hospital departmental policies, procedures, protocols and work activities emphasizing ethics, attendance, dress codes/grooming standards and patient confidentiality.
2 Hours Lecture
Ozark Allied Health Fee: $62.

### CVT 2123: Sonography Physics and Instrumentation I

Prerequisite: Acceptance into the Cardiac Sonography program
Sonography Physics and Instrumentation I includes physics of ultrasonic wave generation and propagation, transducer design, color flow imaging methodology, Doppler effect and Doppler instrumentation components, signal processing, basic equipment types, interactive properties of ultrasound with human tissues, possible biologic effects, information storage, contrast agents, quality control and image artifacts.
3 Hours Lecture.
Ozark Allied Health Fee: $93.

### CVT 2132: Echocardiography I Laboratory

Prerequisite: Acceptance into the Cardiac Sonography program.
Co-requisite: CVT 2133 Echocardiography I Echocardiography I.
Lab skills practice to apply concepts presented in Echocardiography I.
4 hours laboratory.
Ozark CF Cardiac Sonography Fee: $135; Ozark Allied Health Fee: $62.

### CVT 2133: Echocardiography I

Prerequisite: Acceptance into the Cardiac Sonography program.
Co-requisite: CVT 2132 Echocardiography I Laboratory Echocardiography I Lab.
Echocardiography I is an introduction to echocardiography terminology and symbols, cardiac anatomy, cardiac embryology, intracardiac pressure gradients, hemodynamics, heart murmurs and scan planes. Sonographic protocol for normal echocardiogram studies will be introduced.
3 hours lecture.
Ozark Allied Health Fee: $93.

### CVT 2144: Clinical Practicum I

Prerequisite: Admission to the Cardiac Sonography program.
Clinical Practicum I students are assigned to local hospitals and medical centers with direct supervision of a registered echocardiographer. This course demarcates the professional role of the echocardiographer, the patient-technologist relationship, and the interaction between the physical and allied health services. It also provides hands-on practice in a patient care setting.
12 hours clinical.
Ozark Malpractice Fee: $16; Ozark CF Cardiovascular Technology Fee: $100; Ozark Allied Health Fee: $124.

### CVT 2211: Principles of Electrocardiography

Prerequisites: Admission to the Cardiac Sonography program.
Principles of electrophysiology features the electrophysiology of the heart, basic waves, complexes and 12 lead EKG. The course emphasizes interpretation of normal sinus rhythm and advanced arrhythmias. The heart's electrical conduction system is explained. The course also introduces concepts essential to the performance and interpretation of exercise physiology, stress testing and Holter monitoring.
1 hour lecture.
Ozark Allied Health Fee: $31.

**CVT 2213: Cardiac Pathology Studies**
Prerequisite: Acceptance into the Cardiac Sonography program.
An emphasis on adult cardiac pathologies with diagnosis, techniques, differential diagnoses, caveats, and epidemiology. Recognition of the sonographic appearance of cardiovascular disease in emphasized. This is achieved by focusing primarily on specific case studies. Basic pharmacology will be introduced. Laboratory values, signs, and symptoms of cardiac disease will be discussed.
3 Hours Lecture.
Ozark Allied Health Fee: $93.

**CVT 2223: Sonography Physics and Instrumentation II**
Prerequisite: CVT 2123 Sonography Physics and Instrumentation I Sonography Physics and Instrumentation I and Acceptance into the Cardiac Sonography program.
Continuation of Sonography Physics and Instrumentation I including physics of ultrasonic wave generation and propagation, transducer design, color flow imaging methodology, Doppler effect and Doppler instrumentation components, signal processing, basic equipment types, interactive properties of ultrasound with human tissues, possible biologic effects, information storage, contrast agents, quality control and image artifacts.
3 Hours Lecture.
Ozark Allied Health Fee: $93.

**CVT 2231: Echocardiography II Laboratory**
Prerequisite: CVT 2132 Echocardiography I Laboratory Echocardiography I Lab and acceptance into the Cardiac Sonography program.
Co-requisite: CVT 2233 Echocardiography II Echocardiography II.
Lab skills practice to apply concepts presented in CVT 2233 Echocardiography II Echocardiography II.
2 Hours Laboratory.
Ozark Allied Health Fee: $31.

**CVT 2233: Echocardiography II**
Prerequisite: CVT 2133 Echocardiography I Echocardiography I.
Co-requisites: CVT 2231 Echocardiography II Laboratory Echocardiography II Lab and acceptance into the Cardiac Sonography program.
Echocardiography II includes advanced echocardiographic procedures. Sonographic protocol for abnormal studies will be presented. Areas of studies will include abnormal echocardiograms, transesophageal echocardiograms, exercise stress echocardiograms, pharmacologic stress echocardiograms, 3D transthoracic echocardiograms, 3d transesophageal echocardiograms and ultrasound enhanced agent echocardiograms. Common congenital abnormalities, postoperative anatomy, cardiac diseases, interventional procedures, emergency procedures, abnormal perfusion and function, and evaluation of pathophysiology of cardiovascular diseases are all discussed.
3 Hours Lecture.
Ozark Allied Health Fee: $93.

**CVT 2244: Clinical Practicum II**
Prerequisite: CVT 2144 Clinical Practicum I Clinical Practicum I and acceptance into the Cardiac Sonography program.
Clinical Practicum II students are assigned to supervised clinical experience in local hospitals and medical centers by sub-specialty areas with emphasis on set-up, calibration and operation of medical instrumentation. Patient history and physical exam techniques, performance of cardiovascular testing as well as analysis and interpretation of cardiovascular diagnostic tests and data are reviewed.
12 Hours Clinical.
Ozark Malpractice Insurance Fee: $16; Ozark Cardiovascular Technology Fee: $400; Ozark Allied Health Fee: $124.

**CVT 2312: Interdisciplinary Cardiac Imaging**
Prerequisite: Admission into the Cardiac Sonography program.
This course evaluates the major imaging modalities, other than echocardiography, used to evaluate the cardiac system. This course will include the basic study of computerized tomography, cardiac catheterization, nuclear medicine, magnetic resonance, and positron emission tomography in relation to echocardiography in the evaluation of the cardiac system. The advantages, disadvantages, technology, and accurate practice of each modality will be discussed.
2 hours lecture; Allied Health Fee: $62.

**CVT 2313: Echocardiography Concepts**
Prerequisite: Acceptance into the Cardiac Sonography program.
This course will prepare the student for the Cardio section of the ARDMS and CCI registry. Normal and abnormal anatomy and physiology, normal and abnormal perfusion and function, congenital anomalies, postoperative anatomy, protocols, treatments, and managing emergencies are all discussed. Multiple practice exams to better prepare the student for the registries will be given.
3 Hours Lecture.
Ozark Cardiac Sonography Fee: $40; Ozark Allied Health Fee: $93.

**CVT 2323: Physics Concepts**
Prerequisite: Acceptance into the Cardiac Sonography program.
This course will prepare the student for the Sonographic Physics and Instrumentation section of the ARDMS and CCI registry. Ultrasonic wave generation and propagation, transducer design, color flow imaging methodology, Doppler effect and Doppler instrumentation components, signal

processing, basic equipment types, interactive properties of ultrasound with human tissues, possible biologic effects, information storage, contrast agents, quality control and image artifacts are all reviewed. Multiple practice exams to better prepare the student for the registries will be given.
3 Hours Lecture.
Ozark Allied Health Fee: $93.

### CVT 2344: Clinical Practicum III

Prerequisite: CVT 2244 Clinical Practicum II Clinical Practicum II and acceptance into the Cardiac Sonography program.
Students are assigned to local hospitals and medical centers with direct supervision of a registered echocardiographer. Performance of echocardiograms as well as analysis and interpretation of echocardiograms and data are reviewed. The student will have hands-on experience recognizing and detecting the echocardiographic characteristics of normal and abnormal heart function.
12 Hours Clinical.
Ozark Allied Health Fee: $124.

## COLLISION REPAIR TECHNOLOGY (CRT)

### CRT 1103: Automotive Welding

Students will receive instruction on how to properly weld and cut on automobiles with the use of mig welders and plasma cutters.
Ozark CTE General Technology Fee: $51.

### CRT 1114: Metal Repair I

The straightening, alignment, and fitting of major panels are taught. Procedures necessary to weld, heat, cut, and shape are taught. Emphasis in this course is on theory and practical application.
CTE General Technology Fee: $68.

### CRT 1124: Painting I

This course includes skills and technical knowledge in the preparation of metal for paint; chemical stripping of old finishes; use and maintenance of spray painting equipment; mixing and spraying of all types of automotive finishes; and identification of common materials used.
This course is designated as "green".
Ozark CTE General Technology Fee: $68, Ozark CF Collision Repair Fee: $75.

### CRT 1134: Color Matching I

A continuation of painting with emphasis on spraying techniques and tinting of paints to achieve color match.
This course is designated as "green".
Ozark CTE General Technology Fee: $68.

### CRT 1214: Metal Repair II

Prerequisite: CRT 1114 Metal Repair I.
A continuation of CRT 1114 Metal Repair I with advanced straightening techniques with the application of body fillers being taught.
Ozark CTE General Technology Fee: $ 68.

### CRT 1224: Painting II

Prerequisite: CRT 1124 Painting I.
A continuation of CRT 1124 Painting I. This course includes skills and technical knowledge in the preparation and application of automotive finishes.
This course is designated as "green".
Ozark CTE General Technology Fee: $68, Ozark Collision Repair Fee: $45.

### CRT 1234: Color Matching II

Prerequisite: CRT 1134 Color Matching I.
A continuation of CRT 1134 Color Matching I. Develop advanced color match techniques.
This course is designated as "Green".
Ozark CTE General Technology Fee: $68.

### CRT 1322: Detailing

Students will receive instruction on how to properly clean and buff all visible exterior and interior surfaces of a vehicle.
Ozark CTE General Technology Fee: $34.

### CRT 1332: Cost Analysis in Collision Repair

Students will receive instruction in the preparation of an estimate, calculating the cost of parts, materials, and labor required to repair a collision damaged vehicle.
Ozark CTE General Technology Fee: $34.

### CRT 1342: Collision Repair Technology Employment Certification
This course teaches knowledge necessary in the job search process, including interview, presentation, expectation, and maintaining the job. Students will learn the importance of obtaining national certification and proper skills and knowledge of taking ASE style tests.
Ozark CTE General Technology Fee: $34.

### CRT 2114: Metal Repair III
Prerequisite: CRT 1214 Metal Repair II
A continuation of CRT 1214 Metal Repair II with advanced metal straightening, replacing non-structural panels and the basis of uni-body and frame straightening techniques being taught.
Ozark CTE General Technology Fee: $68.

### CRT 2124: Custom Painting
Students will receive instruction on the application of automotive paints and properly preparing the surface for custom painting.
Ozark CTE General Technology Fee: $68; Ozark CF Collision Repair fee: $75.

### CRT 2134: Collision Repair Technology Mechanical and Electrical
This course teaches the knowledge and skills necessary to repair and understand automotive electronics, brakes, chassis and steering, and climate control.
Ozark CTE General Technology Fee: $68.

## COMPUTER INFORMATION SYSTEMS (CIS)

### CIS 1103: Programming I
Cross-listed with ICS 1103.
This course is designed to give the student an understanding of established and new methodologies using Microsoft Visual Basic programming. Course content will include an overview of programming, designing an application and using variables and constants. Emphasis will be placed on developing logical thinking skills. No prior programming skill is necessary.
Ozark CTE General Technology Fee: $51.

### CIS 1113: Fundamental Computer Operation
Cross-listed with ICS 1113.
Students will learn to manage current Microsoft Operating Systems. Topics included are troubleshooting and applying basic commands that are necessary in a working environment. Students will also explore basic Network and Web Design concepts. No prior computer experience is necessary.
Ozark CTE General Technology Fee: $51.

### CIS 1153: Networking I
Cross-listed with ICS 1153.
Designed as a foundation course that provides the theory and basic understanding of the hardware and software that comes together to build local area networks.
Ozark CTE General Technology Fee: $51.

### CIS 1203: Programming II
Prerequisite: CIS 1103 Programming I.
A continuation of Programming I, this course covers the advanced issues of user interfaces, program structure, language syntax, designing programming applications, control structures, functions, arrays, classes and objects. GUI design skills and object-oriented programming concepts are emphasized throughout this course.
Ozark CTE General Technology Fee: $51.

### CIS 1213: Operating Systems
Pre-requisite: CIS 1113 Fundamental Computer Operation.
The goal of this course is to provide a comprehensive understanding of the multiple operating systems commonly found in the information technology field today. Students will learn the theory behind operating systems and some basic to advanced components of each operating system. This course walks the student through current hardware and how it interacts with operating systems. The student will learn basic functions and design of file systems found in Windows, UNIX, and Macintosh operating systems.
Ozark CTE General Technology Fee: $51.

### CIS 1233: Systems Analysis and Design
This course is an introduction to basic concepts regarding the system life cycle, analytical tools and methods, file and record layouts, and elements of the design phase.
CTE General Technology Fee: $51.

### CIS 1243: HTML Programming

This class leads students through the beginning Web Site creation process while developing and enhancing HTML, CSS, and visual design skills along the way. Students will begin by learning about layout and navigation, progress to Web typography, colors and images, working with CSS and more. The course covers the latest Web design technologies and trends, including Web accessibility, standards-based coding and CSS positioning.
Ozark CTE General Technology Fee: $51.

### CIS 1253: Networking II

Cross-listed with ICS 1153.
Pre-requisite: CIS 1153 Networking I or ICS 1153.
Builds upon the skills and concepts learned in Networking I. Emphasis will be on the hands-on aspects of personal computer networks using Microsoft and Linux based networking products, including installations and/or expanding a networking system and troubleshooting problems.
This course is designated as "green".
Ozark CTE General Technology Fee: $51.

### CIS 1303: PC Maintenance I

Cross-listed with ICS 1303.
This course is designed to prepare individuals to troubleshoot, build, and repair personal computers, workstations, printers, and other computer peripherals. The student will also learn to install, debug, diagnose, and repair software problems associated with PCs.
This course is designated as "green".
Ozark CTE General Technology Fee: $51.

### CIS 2133: Web Page Design

Prerequisite: CIS 1243 HTML Programming.
This course provides a solid foundation for understanding the key issues associated with designing successful, standards-based Web sites that are portable across different operating systems, browsers and Web devices. The purpose of the course is to facilitate proficiency in Web site development through thorough explanations and numerous hands-on activities. Students will be introduced to overall site layout and navigation planning and then proceed to specific topics such as Web typography, colors and images, CSS page layouts, and floating layouts.
This course is designated as "green".
Ozark CTE General Technology Fee: $51.

### CIS 2143: Help Desk Support

This course is designed to teach individuals to troubleshoot the Microsoft Office Application Suite. It focuses on customer service and communication with the end user.
Ozark CTE General Technology Fee: $51.

### CIS 2153: Programming in C++

Prerequisite: CIS 1103 Programming I or ICS 1103.
Introduction to Programming in C++ provides an overview of programming concepts, design and an introduction to coding using the C++ language. This course focuses on creating logical computer programs in C++ and will address fundamental concepts of analysis, design, testing and code development. It includes flowcharts, Boolean logic, control flow, data types and structures, variables, arrays, and functions.
Ozark CTE General Technology Fee: $51.

### CIS 2213: Mobile Applications

This course is designed to introduce students to mobile application development with modern web application technologies. Using Ionic (Advanced HTML5 Hybrid Mobile Application Framework) and various other web technologies, students will build native mobile applications for iOS and Android platforms that can also be run in a web browser.
Lecture: 3 hours.
Ozark CTE General Technology fee: $51.

### CIS 2303: PC Maintenance II

Cross-listed with ICS 2303.
Pre-requisite: CIS 1303 PC Maintenance I or ICS 1303.
This course is designed to teach individuals core elements of computer repair based on the A+ Certification exams. The student will build on the knowledge acquired from PC Maintenance I, allowing them to be more prepared to diagnose, and repair computers in the working environment.
Ozark CTE General Technology Fee: $51.

### CIS 2493: Cybersecurity

Prerequisites: A prior Networking course
This Cisco-based course will help students understand cybersecurity operations, network principles, roles, and responsibilities as well as the related technologies, tools, regulations, and frameworks available. Apply knowledge and skills to monitor, detect, investigate, analyze, and respond to security incidents. This course is designed to be a guided pace course. Self-directed learning skills involve the ability to manage learning tasks without having them directed by others.

### CIS 2593: Specialized Programming
Prerequisites: A prior object-oriented programming class
This course provides students with the knowledge and skills needed to develop Python programming applications that they might use in a beginning programming job that is relevant to a business environment. Students will use Python Programming to create and modify programs to be used in a robotic environment.

### CIS 2693: Gaming
Prerequisites: A prior object-oriented programming class is recommended.
Utilizing Transitional Thinking Methodology Active Learning instructional methods, This course helps students develop critical thinking skills in a guided pace environment using a variety of digital development tools. Including, but not limited to, Unreal Engine, Unity, Blender, and GIMP. In this course, you will work in a team environment to create a game of your own style using your creative thinking skills.

### CIS 2793: Cisco I
Prerequisites: Networking -II
This is the first Cisco-based course in a 3-course CCNA series that introduces architectures, models, protocols, and networking elements. Students will develop a working knowledge of IP addressing schemes and foundational network security and be able to perform basic configurations for routers and switches. The OSI model will be covered in depth.

### CIS 2893: Cisco II Routers and Switching
Prerequisites: Cisco -I
CISCO -SRWE (Switching, Routing, and Wireless Essentials) teaches networking based on technology, Students learn the basics of routing, switching, and advanced technologies to prepare for Cisco CCNA certification and entry-level networking careers.

### CIS 2993: Special Topics for Computer Information Systems
This course is designed to introduce students to specific areas in Computer Information Systems. Course content and credit are designed to meet the needs of the student. The topic will vary from offering to offering; thus, the course may be taken more than once for a total of 6 hours. This course requires 15 clock hours per one semester credit hour.
Ozark CTE General Technology Fee: $51.

## COSMETOLOGY (COS)

### COS 1101: Hygiene and Sanitation I
This course provides you with the necessary information to master the National Industry skill Standard for entry level Cosmetologist. Students will conduct services in a safe environment and take measures to prevent the spread of infectious and contagious disease. Students will safely use a variety of salon products while providing client safety.
Ozark CTE General Technology Fee: $17.

### COS 1107: Hairdressing I with Laboratory
A basic study of the properties of the hair and scalp. Basic hair care, shampooing, rinsing, conditioning, braiding, the care and styling of wigs and hair enhancements, wet styling, thermal straightening (hair pressing), and the principles of hair design with labs.
Ozark CTE General Technology Fee: $119; Cosmetology Fee $20.

### COS 1121: Related Science I
A study of cell growth, metabolism, tissues, organs, skeletal and muscular systems, basics of electricity, and basics of chemistry.
Ozark CTE General Technology Fee: $17.

### COS 1131: Manicuring I
A study of skin and nails, which includes manicuring, pedicuring, and massage.
Ozark CTE General Technology Fee: $17.

### COS 1141: Cosmetic Therapy I
A study of histology of the skin, hair removal, skin care facial, electrotherapy and light therapy, facial makeup, and eyebrow arching.
Ozark CTE General Technology Fee: $17.

### COS 1151: Salesmanship, Shop Management, and Shop Deportment I
A study of the principles of selling and practice of applying knowledge to give the client full service through management and shop deportment.
Ozark CTE General Technology Fee: $17.

### COS 1201: Hygiene and Sanitation II
Prerequisite: COS 1101 Hygiene and Sanitation I.

A continuation of COS 1101 Hygiene and Sanitation I, this course provides you with the necessary information to master this National Industry skill Standard for entry level Cosmetologist. Students will conduct services in a safe environment and taking measures to prevent the spread of infectious and contagious disease. Students will safely use a variety of salon products while providing client safety.
Ozark CTE General Technology Fee: $17.

### COS 1207: Hairdressing II with Laboratory

Pre-requisite: COS 1107 Hairdressing I with Laboratory.
A continuation of COS 1107 Hairdressing I with Laboratory, this course is a basic study of the properties of the hair and scalp. Basic hair care, shampooing, rinsing, conditioning, braiding, the care and styling of wigs and hair enhancements, wet styling, thermal straightening (hair pressing), and the principles of hair design with labs.
Ozark CTE General Technology Fee: $119.

### COS 1221: Related Science II

Pre-requisite: COS 1121 Related Science I.
A continuation of COS 1121 Related Science I, a study of cell growth, metabolism, tissues, organs, skeletal and muscular systems, basics of electricity, and basics of chemistry.
Ozark CTE General Technology Fee: $17.

### COS 1231: Manicuring II

Pre-requisite: COS 1131 Manicuring I.
A continuation of COS 1131 Manicuring I, a study of skin and nails, which includes manicuring, pedicuring, and massage.
Ozark CTE General Technology Fee: $17.

### COS 1241: Cosmetic Therapy II

Pre-requisite: COS 1141 Cosmetic Therapy I.
A continuation of COS 1141 Cosmetic Therapy I, a study of histology of the skin, hair removal, skin care facial, electrotherapy and light therapy, facial makeup, and eyebrow arching.
Ozark CTE General Technology Fee: $17.

### COS 1251: Salesmanship, Shop Management, and Shop Deportment II

Pre-requisite: COS 1151 Salesmanship, Shop Management, and Shop Deportment I.
A continuation of COS 1151 Salesmanship, Shop Management, and Shop Deportment I, a study of the principles of selling and practice of applying knowledge to give the client full service through management and shop deportment.
Ozark CTE General Technology Fee: $17.

### COS 2301: Hygiene and Sanitation III

Prerequisites: COS 1201 Hygiene and Sanitation II.
A continuation of COS 1201 Hygiene and Sanitation II, this course provides you with the necessary information to master this National Industry skill Standard for entry level Cosmetologist. Students will conduct services in a safe environment and taking measures to prevent the spread of infectious and contagious disease. Students will safely use a variety of salon products while providing client safety.
Ozark CTE General Technology Fee: $17.

### COS 2307: Hairdressing III with Laboratory

Pre-requisites: COS 1207 Hairdressing II with Laboratory.
A continuation of COS 1207 Hairdressing II with Laboratory, this course is a basic study of the properties of the hair and scalp. Basic hair care, shampooing, rinsing, conditioning, braiding, the care and styling of wigs and hair enhancements, wet styling, thermal straightening (hair pressing), and the principles of hair design with labs.
Ozark CTE General Technology Fee: $119.

### COS 2321: Related Science III

Pre-requisites: COS 1221 Related Science II.
A continuation of COS 1221 Related Science II, a study of cell growth, metabolism, tissues, organs, skeletal and muscular systems, basics of electricity, and basics of chemistry.
Ozark CTE General Technology Fee: $17.

### COS 2331: Manicuring III

Pre-requisites: COS 1231 Manicuring II.
A continuation of COS 1231 Manicuring II, a study of skin and nails, which includes manicuring, pedicuring, and massage.
Ozark CTE General Technology Fee: $17.

### COS 2341: Cosmetic Therapy III

Pre-requisites: COS 1241 Cosmetic Therapy II. A continuation of COS 1241 Cosmetic Therapy II, a study of histology of the skin, hair removal, skin care facial, electrotherapy and light therapy, facial makeup, and eyebrow arching.

Ozark CTE General Technology Fee: $17.

### COS 2351: Salesmanship, Shop Management, and Shop Deportment III

Pre-requisites: COS 1251 Salesmanship, Shop Management, and Shop Deportment II.
A continuation of COS 1251 Salesmanship, Shop Management, and Shop Deportment II, a study of the principles of selling and practice of applying knowledge to give the client full service through management and shop deportment.
Ozark CTE General Technology Fee: $17.

### COS 2403: Salon Business Operations

Pre-requisites: COS 1101 Hygiene and Sanitation I, 1107, 1121, 1141, and 1151.
This course is designed to help students make the transition from school to the salon. Students will design a salon with at least 4 stations. They will be responsible for designing a budget to purchase the equipment and supplies needed to run a full-service salon. Students will also prepare a business plan with a budget that is presentable to a bank or lender for financing. Students will also learn transferable skills on job ethics, how to prepare a salon budget, tax preparation, management, complete a detailed resume, and learn to build a job portfolio.
Ozark Campus CTE fee: $51.

### COS 2404: Theory and Practical Application

A course covering all faces of Cosmetology. Theory and practical applications are stressed.
Ozark CTE General Technology Fee: $68.

### COS 2996: Special Topics for Cosmetology

This course is designed to introduce students to specific areas in Cosmetology. Course content and credit are designed to meet the needs of the student. The topic will vary from offering to offering; thus, the course may be taken more than once for a total of 6 hours. This course requires 15 clock hours per one semester credit hour.
Ozark CTE General Technology Fee: $102.

## CULINARY ARTS (CA)

### CA 1013: Pro Start I

ProStart I is the first part of a two-year, industry-based program that prepares
students for careers in the restaurant and food service industry. After completion of ProStart I, the student has the option to take ProStart II, complete 400 hours of hospitality-related work experience, take and pass the ProStart exam, and receive national HBA/ProStart certification.
Lecture: 3 hours.

### CA 1023: Pro Start II

ProStart II is the second part of a two-year, industry-based program that prepares students for careers in the restaurant and food service industry. Upon completion of ProStart I & II, 400 hours of hospitality-related work experience, and successfully passing the ProStart exam, the student can receive national HBA/ProStart certification.
Lecture: 3 hours.

### CA 1113: Introduction to Culinary Arts

Introduction to Culinary Arts is a semester course designed to introduce students to the culinary arts profession. Emphasis in this course is given to the development of basic competencies related to the culinary arts profession, basic menus and recipes, standardization, and kitchen procedures. Upon completion of this course, students will be introduced to skills needed for employability, customer relations, menu planning, recipe use, weights and measures, conversions, budgeting, safety and sanitation, organizing for efficiency, and lab procedures.
Lecture: 3 hours.

### CA 1213: Culinary Arts I

This course is designed to provide students with an in-depth study of the professional kitchen and culinary applications. A prerequisite to this course is Introduction to Culinary Arts.
Lecture: 3 hours.

### CA 1223: Culinary Arts II

This course is designed to provide students with advanced culinary applications, service, and presentation.
Lecture: 3 hours.

## FACILITIES MAINTENANCE/MGMT (FAC)

### FAC 2102: Electrical Applications

This class prepares individuals to apply technical knowledge and skills to install and repair residential electrical systems.

### FAC 2104: Construction Fundamentals
This class prepares individuals to apply technical knowledge and skills in the building, inspecting, and maintaining of structures and related properties.

### FAC 2202: Carpentry
Students will learn basic carpentry skills, power and hand tool safety, the proper use of power and hand tools, framing, trim, and hanging doors and windows. Also covered will be dry wall basics, painting, and basic masonry. Some cabinet making and architectural blueprint reading will be discussed.

### FAC 2212: Plumbing
Basic plumbing skills will be taught and will include: fixture repair and replacement; piping (water and gas piping); piping drops, angles, and sizes; and basic plumbing codes for commercial and residential facilities.

### FAC 2222: Grounds Maintenance
Landscape management, chemical usage and storage, MSDS file care, ADA compliance, and safety and reliability topics will be covered.

### FAC 2303: Construction Laboratory I
This course prepares individuals to apply technical knowledge and skills in the building, inspecting, and maintaining of structures and related properties.

### FAC 2313: Construction Laboratory II
A continuation of FAC 2303 Construction Laboratory I, this course prepares individuals to apply technical knowledge and skills in the building, inspecting, and maintaining of structures and related properties.

## HEALTH INFORMATION TECHNOLOGY (HIT)

### HIT 1103: Health Data Content and Structures
The student will be introduced to the history of the health record, professional ethics, the function of the health information department, and to the organizational structure of the American Health Information Management Association (AHIMA). Exploration of the systems and processes for collecting, maintaining and disseminating primary and secondary health-related information including consent of the health record, documentation requirements, registries, indices, licensing, regulatory agencies, and forms.
Ozark Allied Health Fee: $93.

### HIT 1203: Information Systems in Healthcare
Prerequisite: HIT 1103 Health Data Content and Structures
The purpose of this course is to provide students with knowledge and understanding of the various computer applications and information systems that are encountered in health information departments including the use of hardware and software in data collection, storage, analysis, and reporting. This course will also cover confidentiality and security measures to protect the electronic health record (EHR) as well as the importance of data quality, entry, integrity, and reliability.
Ozark Allied Health Fee: $93.

### HIT 1213: Legal Aspects of Health Information
The student will be introduced to the principles of law affecting health information with an emphasis on the health record as a legal document. This course will provide an exposure to the American legal system, legal terminology, and statutes. Confidentiality and security of health information is addressed as are HIPAA regulations. Some other topics that will be discussed will include American Recovery and Reinvestment Act (ARRA), electronic health record, Federal Trade Commission's Red Flag Rules, informed consent, response to subpoenas, living wills, and organ donation.
Ozark Allied Health Fee: $93.

### HIT 1233: Pharmacology
Prerequisites: HIT 1113.
This course is a basic introduction to the general concepts of pharmacology including use of drug references, principles of drug action and interaction, and drug administration. This course includes specific body systems and diseases and therapeutic drug applications to these body systems.
Ozark Allied Health Fee: $93.

### HIT 2103: Disease Processes
Prerequisites: HSCI 1123 Human Anatomical Structure I and HSCI 1243 Human Anatomical Structure II.
Coverage of the nature of diseases and human conditions. Includes signs and symptoms, etiology, treatment, and prognosis of various diseases.
Ozark Allied Health Fee: $93.

### HIT 2213: Healthcare Delivery Systems
Prerequisite: HIT 1103 Health Data Content and Structures.
A study of health record requirements such as documentation requirements, medical office procedures, accrediting agencies, and regulatory requirements in a nontraditional setting such as cancer registries, long term care, home health, hospice, mental health, dental care and rehabilitation. Terminology associated with healthcare delivery systems will be defined and current trends with healthcare delivery examined.
Ozark Allied Health Fee: $93.

### HIT 2233: Healthcare Analytics

Prerequisite: HIT 1103 Health Data Content and Structures.
General principles of healthcare statistics with an emphasis in hospital statistics including definitions, sources, methods for collection and reporting, and analysis techniques to determine significance, reliability, validity, and/or manipulation.
Ozark Allied Health Fee: $93.

### HIT 2243: Diagnostic (ICD-10-CM) Coding

Prerequisites: HSCI 1123 Human Anatomical Structure I and HSCI 1243 Human Anatomical Structure II and HIT 2323 Procedural (CPT) Coding.
This course is highly recommended to not be taken together with Procedural Coding. Introduces the student to the concepts of coding medical conditions and procedures. The student will gain entry-level proficiency in the techniques of coding using the ICD-10-CM and ICD-10-PCS (International Classification of Diseases, 10th revision, Clinical Modification) systems.
Lecture: 2 hours, Lab: 1 hour; Ozark Allied Health Fee: $93.

### HIT 2253: Healthcare Reimbursement Methodologies

Prerequisite: HIT 1103 Health Data Content and Structures.
This course will examine the complex financial systems within the health care industry. The student will gain a thorough knowledge of the diverse reimbursement methodologies utilized throughout the governmental and private insurance entities with application through: (1) case studies and (2) information systems integrated into the course work.
Ozark Allied Health fee: $93.

### HIT 2323: Procedural (CPT) Coding

Prerequisites: HSCI 1123 Human Anatomical Structure I and HSCI 1243 Human Anatomical Structure II.
This course is highly recommended not to be taken together with Diagnostic Coding. Introduces the student to the concepts of coding medical procedures in the physician's office. The student will gain entry-level proficiency in the techniques of coding using the Concurrent Procedural Terminology (CPT) system.
Lecture: 2 hours, Lab: 1 hour: Allied Health Fee: $93.

### HIT 2333: Healthcare Management

Prerequisite: HIT 1103 Health Data Content and Structures.
This course provides students with an overview of concepts and issues related to healthcare leadership. Through the examination of management topics and healthcare situations, the student will explore the skills and knowledge needed to be successful in a diverse healthcare environment. Topics include healthcare leadership, organizational design as it relates to the uniqueness of healthcare organizations, managing professionals, and diversity in the workplace.
Ozark Allied Health fee: $93.

### HIT 2343: Advanced Coding

Prerequisite of HIT 2243 Diagnostic (ICD-10-CM) Coding with a grade of C or better.
This course is designed so that the student having mastered basic coding may now progress to implementing higher level coding and understands how coding impacts not only the immediate revenues of their facility, but also healthcare in general.
Lecture: 3 hours, Ozark Allied Health Fee: $93.

### HIT 2903: Professional Practice Experience

Pre-requisites: HIT 1203 Information Systems in Healthcare, HIT 2243 Diagnostic (ICD-10-CM) Coding, and HIT 2253 Healthcare Reimbursement Methodologies
A supervised field-based learning experience in a healthcare environment that combines study, observation, and professional experience. Enables students to apply educational, leadership, and communication concepts and theories in a practical context and to enhance professional knowledge and skills, experience the structure and dynamics of health information services, and to establish a network for future employment opportunities. PPE requires 120 hours of on-site experience and 15 lecture hours in the classroom.
Ozark Allied Health Fee: $93.

## HEALTH SCIENCES (HSCI)

### HSCI 1002: Phlebotomy Practicum

Co-requisite with HSCI 1004 PHLEBOTOMY. This course is taught through laboratory, and clinical experiences. Students will learn to perform a variety of blood collection methods using proper techniques and precautions including vacuum collection devices, syringes, capillary skin puncture, butterfly needles, and finger sticks or heel sticks for young children and infants. Non-blood specimen collection practices are also covered.
Internship/Practicum
Ozark Malpractice Fee: $16; Ozark Allied Health Fee: $62.

### HSCI 1004: PHLEBOTOMY

Co-requisite with HSCI 1002 Phlebotomy Practicum. Highly encouraged to already have taken Medical Terminology and Human Anatomical Structure or have previous knowledge of the cardiovascular system. Students will learn how to prepare the blood collection site; choose the proper collection tools; and handle the transportation, processing and management of collected samples. Emphasis will be placed on infection prevention, proper patient

identification, proper labeling of specimens, and quality assurance for proper laboratory procedures and in order to avoid contamination or infection of yourself and others. Medical and legal ethics as they related to phlebotomy services are also taught.
Lecture
Ozark Allied Health Fee: $120.

### HSCI 1113: Medical Terminology

Medical Terminology is the study of the language of medical words that relate to the body systems, anatomical structures, and medical processes and procedures. This course includes medical word construction, definitions, spellings, and the use of terms in the medical field.
Ozark Allied Health Fee: $93.

### HSCI 1123: Human Anatomical Structure I

This course is the first in a two semester sequence that covers the basic structure and function of human organ systems including mechanisms of homeostasis. The course presents concepts which will assist in the development of basic understanding of internal relationships within the human body. Specific topics include: body organization, basic biochemistry, cell biology, tissues, the integumentary, special senses, lymphatic, digestive and reproductive systems.
Ozark Allied Health Fee: $93.

### HSCI 1243: Human Anatomical Structure II

Prerequisite: HSCI 1123 Human Anatomical Structure I.
This course is the second in a two semester sequence that covers the basic structure and function of human organ systems including mechanisms of homeostasis. The course presents concepts which will assist in the development of basic understanding of internal relationships within the human body. Specific topics include: skeletal, muscular, nervous, endocrine, blood, cardiovascular, respiratory and urinary systems.
Lecture: 3 hours, Ozark Allied Health Fee: $93.

## HUMAN SERVICES (HS)

### HS 1113: Introduction to Human Services

This course provides an introductory knowledge of the human services profession. Students will be introduced to the concepts and frameworks that define the human service profession. The historical development and legislative influences of the profession will be explored. The nature of the helping process will be addressed. An overview of the human service delivery systems and organizations will be reviewed. Professional values, skills, and ethics will be presented. The range and types of populations served by human services will be discussed. Additionally, human service professional roles, multicultural competence, and resources will be introduced.
Ozark Allied Health Fee: $93.

### HS 1123: Communication and Interviewing

A practical course focusing on the knowledge and skills of the helping process. Students will develop the helping skills needed for entry-level workers in human services settings. Emphasis will be on the practical application of interviewing, basic counseling communication, and case management skills. The components of interpersonal communications and interviewing techniques are studied with a particular focus on giving and receiving information in the interview setting. Helping skills for diverse populations will be presented. Professional ethics within the helping process will be explored.
Ozark Allied Health Fee: $93.

### HS 1213: Skills and Theories in Human Services

Prerequisite: HS 1123 Communication and Interviewing.
Students will further develop basic communication and interventive interviewing skills using a multi-theoretical counseling model. Communication and interpersonal interaction skills are emphasized. Observation, listening, and problem-solving skills will be addressed. Students will learn how to use appropriate communication and interventions with diverse populations. Students will apply basic counseling communication skills within a technology environment. An overview of counseling theories will be presented. Professional ethics will be reviewed. Students will provide 15 hours of basic counseling communication experience. Internet access required.
Ozark Allied Health Fee: $93.

### HS 1223: Systems, Processes, and Case Management

Pre-requisite: HS 1113.
Provides specific training on the process and implementation of case management: communication, accurate chart development, disarming anger, and cultural considerations, from intake and assessment to referrals and termination. Students practice each step of the case management process, with realistic exercises drawn from active professionals to reflect a broad range of difficulties. Students receive Mandated Reporter training during this course. Ethical case management practices are emphasized. 15 hours of volunteering at a human services agency is required.
Ozark Allied Health Fee: $93.

### HS 2113: Cultural Diversity

The course will focus on the historical, cultural, medical and psychological perspectives when helping individuals with diverse backgrounds and conditions in community settings. Diversities will include, but are not limited to, race, ethnicity, religious background, disability, age, mental illness, crime, socioeconomic status or chemical dependency. Emphasis on transition issues, self-determination and empowerment, and community life/ integration will be discussed. Political and legislative influences and ethical issues will be presented.

Ozark Allied Health Fee: $93.

### HS 2123: Group Processes

Prerequisite: HS 1213 Skills and Theories in Human Services

A practical skills course which focuses on the concepts of group process and the skills in designing and conducting therapeutic groups. An overview of group theory and the application of the theoretical framework in conducting groups will be presented. Students will develop, conduct, and evaluate outcomes of group sessions for a variety of group settings. Group leadership skills and diversity competencies will be developed. Leadership interventions
and ethical issues in group settings will be explored.

Ozark Allied Health Fee: $93

### HS 2213: Management of Human Service Agencies

Prerequisites: HS 1213 Skills and Theories in Human Services

Provides an overview of the human services agency from the management perspective. Organizational theories are discussed. Purposes and functions of management are explored. Components of management, including environment, marketing, planning, designing, managing, financing, and evaluating, are discussed. Attention is focused on current and future trends within delivery systems and their impact on management and administrative policy. Legal and ethical issues are addressed within the context of resource management.

Ozark Allied Health Fee: $93.

### HS 2223: Fieldwork I

Prerequisites: HS 1223 Systems, Processes, and Case Management and HS 2123 Group Processes; Submission of medical health status record, criminal and child abuse records, and other record checks may be required by the agency placement site.

Students will be given experiences at a human services agency to apply the knowledge, values, concepts, and skills of the human services profession. The student will complete 125 hours with a minimum of 16 hours per week under the direct supervision of the agency's personnel. Under direct supervision, students will observe and participate in the basic procedures and routines with the client and the agency system. Emphasis will focus on the student's professional growth in self-awareness, direct service, interpersonal communication, interviewing skills, and the introduction to the human services delivery system.

Ozark Allied Health Fee: $93.

### HS 2233: Fieldwork II

Prerequisites: HS 1223 Systems, Processes, and Case Management and HS 2123 Group Processes; Submission of medical health status record, criminal and child abuse records, and other record checks may be required by the agency placement site.

Students will be given experiences at a human services agency to apply the knowledge, values, concepts, and skills of the human services profession. The student will complete 125 hours with a minimum of 16 hours per week under the supervision of the agency's personnel. With minimal supervision, students will observe and participate in the helping process with clients and within the policies and procedures of the agency system. Emphasis will focus on the student's professional growth in self-awareness, interpersonal communication, interviewing
skills, case management, advocacy, crisis management, and community outreach.

Ozark HS Fee: $155; Ozark Allied Health Fee: $93.

## INTERNSHIP (INT)

### INT 1011: Work-Based Learning Internship I

Work-Based Learning Internship provides concurrent (high school) students a field-based learning experience that combines academic and technical application in a work setting. Students will have the opportunity to develop knowledge and skills at a workplace where they will gain academic and work experience which will enhance their employability.

### INT 1021: Work-Based Learning Internship II

Prerequisite: INT 1011 Work-Based Learning Internship I

A continuation of INT 1011 Work-Based Learning Internship I. Work-Based Learning Internship provides concurrent (high school) students a field-based learning experience that combines academic and technical application in a work setting. Students will have the opportunity to develop knowledge and skills at a workplace where they will gain academic and work experience which will enhance their employability.

### INT 1031: Work-Based Learning Internship III

Prerequisite: INT 1021 Work-Based Learning Internship II

A continuation of INT 1021 Work-Based Learning Internship II. Work-Based Learning Internship provides concurrent (high school) students a field-based learning experience that combines academic and technical application in a work setting. Students will have the opportunity to develop knowledge and skills at a workplace where they will gain academic and work experience which will enhance their employability.

### INT 2903: Internship

Internship is a field-based learning experience that combines study, observation, and professional experience. The purpose of the internship is to provide an opportunity for students to apply educational, leadership, and communication concepts and theories in a practical context and to provide the student with the opportunity to develop knowledge and skills deemed desirable for a career in their chosen field.

Ozark CTE General Technology Fee: $51.

### INT 2904: Internship
Internship is a field-based learning experience that combines study, observation, and professional experience. The purpose of the internship is to provide an opportunity for students to apply educational, leadership, and communication concepts and theories in a practical context and to provide the student with the opportunity to develop knowledge and skills deemed desirable for a career in their chosen field.
Ozark CTE General Technology Fee: $68.

## LAW ENFORCEMENT (LE)

### LE 1003: Introduction to Law Enforcement
This course covers the basics of law enforcement including the responsibilities, opportunities, and advances in the field of law enforcement. The instructor selects pertinent and current topics as the focus of the course.
Ozark CTE General Technology Fee: $51.

### LE 1023: Judicial Process
A comprehensive study of judicial process, criminal procedure, and behavior in criminal and civil law as well as the structure and operations of the local, state, and national court systems.
Ozark CTE General Technology Fee: $51.

### LE 1033: Public Relations in Law Enforcement
A study of proper law enforcement conduct in the public forum including public opinion, mass media, and solving public relations problems.
Ozark CTE General Technology Fee: $51.

### LE 1063: Juvenile Delinquency
This course is designed to introduce the student to the problem of juvenile delinquency and the impact it has on the criminal justice system. Students will explore the different views of delinquency from an individual, sociological, and developmental aspect as well as other factors such as gender, family, peers, drugs, and gangs. This course will also focus on the criminal justice system response to delinquency by exploring the roles of prevention and how the police, courts, and corrections address the problem of delinquency in the United States.
Ozark General CTE Fee: $51.

### LE 1113: Ethics in Law Enforcement
Students will be introduced to controversies and moral issues that are likely to be encountered while practicing in the field of law enforcement. This class will examine issues such as arrest, deadly force, plea bargaining, policy adherence and the equal treatment of the public. This course will help students examine their values and develop skills to make appropriate moral decisions.
Ozark CTE General Technology Fee: $51.

### LE 1123: Community Disaster Response
This class examines the important role of community members during times of disaster. Students will be introduced to established best practices in basic response techniques. Topics covered in this class include basic fire safety, basic medical operations, search and rescue, and disaster psychology.
Ozark CTE General Technology Fee: $51.

### LE 2003: Interview, Interrogation, and Testimony
Designed to develop interviewing and interrogation techniques, critical thinking, and persuasive speaking ability. Includes lecture, discussion, research, and study of courtroom testimony, classroom debates, and presentations.
Ozark CTE General Technology Fee: $51.

### LE 2013: Introduction to Computer Crime
Prerequisite: BUS 1303 Intro to Computers. This course examines the use of computers in the commission of crimes and civil wrongs and basic computer forensic investigation techniques. The course emphasizes techniques for identifying financial fraud, identity theft, locating and picking victims and offenders with a survey of associated laws, regulations, and international standards.
Ozark CTE General Technology Fee: $51.

### LE 2103: Crime Scene Investigation
This course provides students with methods and procedures employed in a crime scene investigation from discovery of evidence to its presentation in courts of law. Topics include how to secure a crime scene, how to recognize various types of forensic evidence, how to collect and preserve evidence, maintain chain of custody and avoid contamination of physical evidence and biological specimens.
Ozark CTE General Technology Fee: $51.

### LE 2113: Introduction to Terrorism
This course will provide a basic overview of terrorism where students will discuss aspects such as background, tactics, ideologies, and the role of law enforcement during an attack. The course will include the examination of various religious movements and extremist groups, both past and present. Also, students will become exposed to counter-terrorism measures, including preparedness, response and defensive operations.
Ozark CTE General Technology Fee: $51.

### LE 2123: Jail Standards

This course is designed to prepare the student to work in the detention facility or corrections setting in the State of Arkansas. Students in this course will be provided knowledge and skills required by Arkansas Criminal Detention Standards. Topics include Arkansas Jail Standards, law, ethics, testifying in court, report writing, search procedures, defensive tactics (will include being sprayed with pepper spray), fire safety, CPR, handcuffing, fingerprinting, and interacting with inmates.
Students who pass a criminal background check (no felony convictions), complete 90% of all classes and laboratories, and earn a grade of 70% or better will also have the opportunity to be certified as a "Jailer" by the Arkansas Commission on Law Enforcement Standards and Training (CLEST).
Students will be responsible for cost of criminal background check.
Lecture: 2 hours; Laboratory: 2 hours.
Ozark CTE General Technology fee: $51.

### LE 2133: Dispatcher Telecommunications

This course is designed to prepare the student to work in a public safety dispatch office or telecommunications setting in the State of Arkansas. Introduces the concept of telecommunications 911 dispatching, including roles, responsibilities and basic job duties. Topics addressed in these dispatcher courses include effective listening, overcoming communication barriers, handling difficult callers and resolving conflicts while being productive and professional. Additionally, dispatchers learn general communication skills for professional interaction with colleagues and the community.
Students who successfully complete 90% of all classes and laboratories, earn a grade of 70% or better, and pass a criminal background check (no felony convictions), will also have the opportunity to be certified as a "Police Dispatcher" by the Arkansas Commission on Law Enforcement Standards and Training (CLEST). Students will be responsible for cost of criminal background check.
Lecture/Laboratory
Ozark General CTE Fee: $51.

### LE 2143: Introduction to Emergency Management

A comprehensive study of the field of emergency management and the role that law enforcement agencies play during disaster preparedness, mitigation, response and recovery. The course will introduce the student to the Incident Command System, National Incident Management System, and other aspects of emergency management that are key to successful response activities.
Ozark General Tech Fee: $51.

### LE 2993: Special Topics for Law Enforcement

This course is designed to introduce students to specific areas in Law Enforcement. Course content and credit are designed to meet the needs of the student. The topic will vary from offering to offering; thus, the course may be taken more than once for a total of 6 hours. This course requires 15 clock hours per one semester credit hour.
Ozark CTE General Technology Fee: $51.

## LOGISTICS MANAGEMENT (LGM)

### LGM 1013: Principles of Logistics and Supply Chain Management

Provides an overview of the key processes, concepts, and methodologies of supply chain management. Emphasis is given to the study of the impact that the supply chain management framework, (that includes distribution, procurement, inventory, transportation and information technology components) has on business and the economy. The decision making process within supply chain is of particular importance as the interrelationships (cost and service trade-offs) between logistics and other areas of business will be covered. The overall focus is the strategic and financial significance the supply chain has on the firm's ability to add customer value.

### LGM 2023: Transportation Management

This course will introduce students to the role and importance of transportation, and to overview the operations of each mode of the transportation industry. Students will be introduced to the carrier cost structures of transportation providers (motor carriers, railroads, air carriers, intermodal and special carriers), operating characteristics, and public policy as it relates to transportation regulations. Practical aspects of transportation and distribution such as planning, routing, scheduling and loading cargo, and adhering to regulatory, safety, security and administrative requirements will be stressed.

### LGM 2033: Warehousing and Inventory Management

This course introduces students to practical concepts of warehousing and inventory management including the types of equipment, storage processes and systems, the technologies used to identify and track units in a warehouse, and the regulations designed to ensure safety in warehouse operations. Students will learn skills including basic warehousing functions, e.g., receiving; storage; order picking; and shipping; and industrial truck operator safety training; inventory control; human relation skills such as teamwork, communication, and employee motivation; handling returns; automated identification technology; basic unitization practices; freight claims; hazardous materials; and auditing both private and third-party warehouse operations to gain a better understanding of warehouse processes through field trips and/or applied lab exercise.
Ozark CF Logistics Management Fee (ProctorU online testing fees): $186.

### LGM 2043: Foundations of Strategic Procurement

Prerequisite: LGM 1013 Principles of Logistics and Supply Chain Management.
This course is designed to teach an overview of the procurement function in a supply chain and a corporation. It focuses on how basic and advanced purchasing management can be used effectively to meet the challenges and responsibilities of today's constantly changing business climate. Topics include the challenge of purchasing and materials management; objectives and organization; function; specification; quality control and

inspection; computerization; international purchasing; legal and ethical aspects of purchasing including systems, staffing, price/cost analysis, contract administration, and dealing with vendors; and the establishment of teams to support complex supply chain and logistic programs.
LGM fee: $150.

### LGM 2053: International Logistics

Prerequisites: ENGL 1023 and LGM 2023 Transportation Management
An in-depth coverage of international trade operations, including concepts that are important to managers who are actively importing or exporting goods. Includes the economic and service characteristics of international transportation providers, the government's role, documentation and terms of sale used in global business, terms of trade, customs clearance, security issues, and the fundamentals of effective export and import management. This course is a capstone to the Logistics Management program, offered in the Spring semester only, and uses group work to accomplish projects for international trade activities.

### LGM 2083: Operations Management

Operations Management is a study of the efficient production of goods and services that will satisfy the wants and needs of identified customer groups. The course begins with a more detailed description of what Operations Management is, then moves to an examination of the customer and methods for determining customer demand. Emphasized are analytical reasoning, problem solving, and continuous improvement concepts required in today's dynamic business and industry environments. Concepts include quality, productivity, demand forecasting, organizational effectiveness, financial analysis, and the management of human, physical, and information resources. This course is a capstone to the Logistics Management program, and is offered in the spring semester only.

### LGM 2093: FREIGHT BROKERAGE AND CUSTOMER RELATIONS MANAGEMENT

This course introduces students to the world of freight brokerage and customer service management (CRM). Students will learn to manage the resources and skill necessary to provide efficient brokerage solutions, including skills in technology, negotiation, communication, and time-management skills. Through learning the "middle man" role of brokerage, students will gain insight into the important toles and tasks that CRM and customer service play in managing logistics within a supply chain. Including the basics of customer service; sound communications; advice for dealing with challenging customers; the customer order and return processes (reverse logistics); jobs in customer service; and legal concerns.

### LGM 2993: SPECIAL TOPICS IN LOGISTICS

This course is designed to introduce students to specific areas in Logistics Management. Course content and credit are designed to meet the needs of the student. The topic will vary from offering to offering; thus, approval for enrollment is required. This course requires 150 clock- hours per semester.

## MEDICAL ASSISTANT (MA)

### MA 2113: Basic Pharmacology with an Overview of Microbiology

Prerequisite: Admission into the Medical Assisting program.
Basic pharmacology as it relates to the drug interaction with each of the body systems and classifications of drugs will be covered. Administration of medications and an overview of microbiology and immunology will also be included. Students will utilize the Internet for research in the course.
Lecture: 3 hours; Ozark Allied Health Fee: $93.

### MA 2123: Medical Office Computer Systems and Insurance

Prerequisite: Admission into the Medical Assisting program.
This course will prepare the medical assistant to work as an administrative medical assistant in a health care facility. Students are introduced to the computerization of the medical office using EMR operational systems. Topics covered will include recording patient and non-patient information, scheduling appointments, posting payments, creating financial reports, producing patient statements and claim forms, filing electronic claims, and working with various types of insurance.
Lecture: 3 hours; Ozark Allied Health Fee: $93.

### MA 2133: Medical Assistant Administrative Practice

Prerequisite: Admission into the Medical Assisting program.
Introduction of medical office administrative procedures. Topics include interpersonal skills, professionalism, written and oral communication, medical records management (paper and electronic), various office filing systems, account receivable and payable procedures, office management practices and patient education.
Lecture: 2 hours, Laboratory: 2 hours; Ozark Malpractice Insurance Fee: $16; Ozark Allied Health Fee: $93.

### MA 2143: Coding Principles for the Medical Office

Prerequisite: Admission into the Medical Assisting program.
This course introduces the medical assisting student to the concepts of coding medical diagnoses and procedures in the ambulatory health setting. A study of the principles of disease coding using the ICD-10-CM classification system and procedural coding using CPT-4. Areas emphasized during the course include: the purpose of coding, accurate application of coding principles, and methods to assure quality data.
Ozark Allied Health fee: $93.

### MA 2153: Medical Assistant Role in Emergency Preparedness

Prerequisite: Admission into the Medical Assistant program.

This course is designed to train students in the role of the medical assistant during emergency situations and be able to transfer their skills to real world situations. Emphasis will be put on planning and preparation for avoidable emergencies. Students will apply critical thinking skills in a response to stressful scenarios including a variety of environmental disorders, natural disasters and emergency situations. Obtaining CPR and First Aid certification are also included in this course.
Ozark Allied Health fee: $93.

### MA 2213: Medical Laboratory Orientation and Instrumentation

Prerequisite: Admission into the Medical Assisting program.
Co-requisite: MA 2212.
This course is concerned with both the theoretical and practical application of a wide range of clinical laboratory duties performed by the medical assistant. Topics will include hematology, urinalysis, coagulation processes, body chemistry analysis, microbiology, and mathematical and statistical assessments in the clinical setting.
Lecture: 3 hours; Ozark Allied Health Fee: $93.

### MA 2214: Medical Laboratory Orientation and Instrumentation Laboratory

Prerequisite: Admission into the Medical Assisting program.
Co-requisite: MA 2213 Medical Laboratory Orientation and Instrumentation.
Application of the theoretical practices discovered in MA 2212. Topics will include clinical laboratory orientation, safety protocols and requirements, phlebotomy, laboratory procedures and techniques, introduction to laboratory instrumentation (both manual and automated), care of equipment and quality control principles.
Laboratory: 4 hours; Ozark Allied Health Fee: $124.

### MA 2222: Medical Assistant Practice Laboratory

Prerequisite: Admission into the Medical Assisting program.
Co-requisite: MA 2223 Medical Assistant Practice
This course is designed to allow for practice in local health facilities. Students will complete a two-hour laboratory in the simulated lab and will be assigned to area clinics on a weekly basis working under the supervision of clinic personnel and the Medical Assisting Program Director. While at the medical facility students will apply the theories, concepts and procedures covered in MA 2223 Medical Assistant Practice.
Laboratory: 5 hours weekly; Ozark Malpractice Insurance Fee: $16; Ozark Allied Health Fee: $62.

### MA 2223: Medical Assistant Practice

Prerequisite: Admission into the Medical Assisting program.
Co-requisite: MA 2222 Medical Assistant Practice Laboratory.
Topics covered will include clinical examination room techniques, instrument identification, sterilization procedures, operation and care of electrocardiograph, spirometry, asepsis, sterilization and assisting with minor surgery, physiotherapy, nutrition, child abuse and maltreatment, and specialist assisting.
Ozark Allied Health Fee: $93.

### MA 2233: Legal and Ethical Practices of the Medical Office

Prerequisite: Admission into the Medical Assisting program.
A study of the principles of law as applied to the health field, with special emphasis to the Medical Assistant's role in the ambulatory health setting. Consideration is given to the importance of patient health records as a legal document, HIPAA rules, Patient's Bill of Rights, and Confidentiality guidelines. Students will be able to differentiate between scope of practice and standards of care for medical assistants. The course will also address moral and ethical responsibility in the medical office.
Ozark Allied Health fee: $93.

### MA 2312: Medical Assistant Seminar

Prerequisite: Completion of all other required courses in Medical Assisting curriculum.
Co-requisite: MA 2314 Medical Assisting Practicum.
A seminar following the internship (practicum). Topics discussed will be based on those arising from the student's experiences while on his/her internship. Resume building, successful interview techniques and new employee procedures will also be covered, along with extensive practice for the medical assistant certification examination.
Ozark Allied Health Fee: $62.

### MA 2314: Medical Assisting Practicum

Prerequisite: Completion of all other required courses in Medical Assisting curriculum.
Co-requisite: MA 2312
This course is scheduled at the end of the program for the student to have the opportunity to perform various clinical and administrative procedures under supervision of clinic personnel and the Medical Assisting Practicuim Coordinator or Program Director. The student will remain in a medical facility for a period of four weeks (160 hours). Practicum assignments may be made anywhere in Arkansas. Various classroom and lab assignments will be assigned to assess student readiness to sit for the CMA examination. Students must assume the full financial responsibility for this assignment.
Ozark Allied Health fee: $124.

# NURSING ASSISTANT (CNA)

### CNA 1114: Nursing Assistant

This course covers the fundamental principles, skills, and attitudes needed to give nursing care and prevent the spread of disease. Procedures used in the care of the sick and the ability to adapt them to various situations are discussed. Students will learn to document their observations and interventions.
Ozark Malpractice Insurance Fee: $16; Ozark Allied Health Fee: $124.

# OCCUPATIONAL THERAPY ASSISTANT (OTA)

### OTA 2102: Foundations of Occupational Therapy

Prerequisite: Acceptance into OTA program.
Through study, discussion, and field observation/participation, the student will examine the role of the occupational therapy assistant in health care in medical, community and education programs. Through an historical approach, the frames of reference of the profession will be reviewed with an emphasis on human occupation as a determinant of therapeutic intervention. A broad range of practice areas will be introduced and discussed as well as current trends and influences on the profession. Professional literature will be introduced and reviewed.
Lecture: 2 hours; Ozark CF OTA Fee: $50; Ozark Allied Health Fee: $62.

### OTA 2111: Level I Field Work A

Opportunity for the OTA student to apply academic knowledge of occupational therapy to practice through a Level I Fieldwork experience.
Clinical: 1 hour; Ozark Allied Health Fee: $31.

### OTA 2112: Modalities for Human Conditions I with Laboratory

This course will focus on the development of observation skills; assessment; and teaching, adapting, and grading self-care, work, and play/leisure occupations for individuals with developmental and mental health challenges (pediatrics and adolescent). Topics include collection of evaluation and screening data, interventions, techniques, and equipment to maximize participation in meaningful occupations, improve independence, and ensure safety.
Laboratory: 2 hours; Ozark Malpractice Insurance Fee: $16, Ozark Allied Health Fee: $62.

### OTA 2122: Human Movement and Activity Analysis for Occupational Therapy Laboratory

This lab experience will allow students to practice assessment of movement, strength and treatment in the Biomechanical Frame of Reference. The analysis of everyday activity as a treatment tool and assessment measure will also be an integral part of the lab experience.
Laboratory: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2132: Human Movement and Activity Analysis for Occupational Therapy

This course will present the basic principles of biomechanics and kinesiology related to human movement and occupational performance. Topics include the interrelationship among the central nervous system, peripheral nervous system, and musculoskeletal system; anatomical landmarks; joints; posture and balance, locomotion. The assessment of range of motion and functional strength will be examined. The primary tool of Occupational therapy intervention, Activity Analysis, will be integrated into all aspects of the teaching of human movement. Activity analysis of functional movement required for work, self-care, and play will be explored.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2142: Medical Conditions for the Occupational Therapy Assistant

This course will examine the etiology and symptoms of clinical conditions that are commonly referred to in occupational therapy. Topics include the effects of trauma, disease, and congenital conditions on the biological, psychological, and social domains of occupational behavior. Procedures and precautions ensuring safety of clients and caregivers will be reviewed.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2152: Theory and Treatment for Human Conditions I

A review of human development from birth through adolescence, with emphasis on occupational performance of typical and atypical individuals. The emergence of occupation and conditions that affect occupation will be explored. Topics include pediatric frames of reference such as Sensory Integration, Neurodevelopmental Treatment and Motor Skills Acquisition. Emphasis will be on the occupational therapy process, evidence-based practice, and roles of the OT and OTA in pediatric service delivery within a variety of practice settings. Childhood and adolescent psychosocial and mental health disorders will be explored. Professional literature will be reviewed for current practice trends.
Lecture 2 hours; Ozark Allied Health Fee: $62.

### OTA 2162: Management and Licensure for the Occupational Therapy Assistant

A study of management skills with an emphasis on organization and professional communication skills necessary for team building, leadership and collaboration. Topics include program planning, marketing, advocacy and program quality improvement. Documentation, reimbursement, ethical and legislative issues will be addressed. This class will review requirements for Level II Fieldwork, certification and licensure. Students will prepare for future employment through resume and portfolio development.
Lecture 2 hours; Ozark OTA Fee: $100; Ozark Allied Health Fee: $62.

### OTA 2202: Human Occupation and Clinical Reasoning

Prerequisite: OTA 2102 Foundations of Occupational Therapy Foundations of Occupational Therapy.
This course will focus on the observations, analysis, and performance of human occupations in work, self-care, and play/leisure throughout the life span. The Frames of Reference and Conceptual Practice Models that guide OT practice will be reviewed. The process and the language of occupational therapy will be incorporated.
Lecture 2 hours; Ozark Allied Health Fee: $62.

### OTA 2211: Level I Field Work B

Opportunity for the OTA student to apply academic knowledge of occupational therapy to practice through a Level I Fieldwork experience. Fieldwork sites are different from Fieldwork I A and are utilized to broaden the student's Level I experiential background.
Clinical: 1 hour; Ozark Allied Health Fee: $31.

### OTA 2212: Modalities for Human Conditions II with Laboratory

This course will focus on the development of observation skills; assessment; documentation; teaching; adapting; home and workplace modification; grading of self-care, work and play/leisure occupations for adults with physical and psychosocial challenges. Topics include collection of evaluation and screening data, techniques and equipment to maximize participation in meaningful occupations, improve independence, ensure safety, and prevent deformity.
Laboratory: 2 hours; Ozark Malpractice Insurance Fee: $16, Ozark Allied Health Fee: $62; Ozark CF OTA Fee: $50.

### OTA 2221: Documentation for Occupational Therapy

A review of subjective, objective and assessment documentation. Students will learn documentation for the range of population served by the discipline. Students will learn to read and interpret the documentation of the medical team.
Lecture: 1 hour; Ozark Allied Health Fee: $31.

### OTA 2232: Group Processes and Dynamics

Prerequisite: OTA 2102 Foundations of Occupational Therapy Foundations of Occupational Therapy.
A study of client-practitioner interactions. Topics include professional behaviors, therapeutic use of self, and group process & dynamics. Professional literature will be reviewed for current use of groups in occupational therapy practice. Students will design and lead groups within community or medical settings.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2242: Human Occupation and Clinical Reasoning Laboratory

The application and integration of clinical reasoning and problem-solving strategies throughout the occupational therapy process will be emphasized. Emphasis is placed on the multifaceted dimensions of clinical decision making in OT practice through role plays, case study, discussion, and practice.
Laboratory: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2252: Theory and Treatment for Human Conditions II

The occupational therapy process in relation to the years of early and middle adulthood, beginning with a historical and theoretical overview. Adulthood psychosocial and mental health disorders will be explored. Frames of reference for physical function and psychosocial function will be explored in relation to disease and disability. Topics include clinical features, medical management, effects of aging and chronic illness, interventions for productive aging and wellness, rehabilitation and participation in occupation for those with disabilities. Assessments and treatment, evidence-based practice, and issues impacting adult OT practice will be covered.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2262: Assistive Technology and Environmental Adaptations

A study of adapting, altering or designing environments that support participation and facilitate engagement in social, family and community activities. All levels of assistive technology will be reviewed and discussed. Topics include but are not limited to home modifications, driving evaluations, communication devices and community mobility. Students will evaluate participation limitations and facilitators for individuals and communities. This course will introduce the student to a variety of assistive technology used in occupational therapy settings. Topics may include computer programs, switches, low vision adaptations, and high- and low-technology devices. Professional literature will be reviewed for recent practice trends in assistive technology and/or environmental adaptation.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2302: Occupational Therapy Assistant Professional Development

This class will review requirements for Level II Field Work, certification and licensure. Students will prepare for future employment through resume and portfolio development, practice of interview skills and professional presentation. Ongoing professional development and specialty certifications will be encouraged for life-long learning.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2312: Modalities for Human Conditions III with Laboratory

Prerequisites: OTA 2212 Modalities for Human Conditions II with Laboratory Modalities for Human Conditions II, and OTA 2232 Group Processes and Dynamics Group Process & Dynamics

This course will focus on the development of observation skills; assessment; documentation; and teaching, adapting, and grading self-care, work, and play and leisure occupations for older adults with physical and/or psychosocial challenges. Topics include collection of evaluation and screening data, techniques and equipment to maximize participation in meaningful occupations, improve independence, ensure safety, prevent deformity, productive aging and wellness, and participation within disability. Course will include Level I C Psychosocial fieldwork rotation opportunity for the OTA student to apply academic knowledge of occupational therapy to practice through a Level I Fieldwork experience. Fieldwork sites are different from Fieldwork I A & B and are utilized to broaden the student's Level I experiential background.
Laboratory: 2 hours; Ozark Allied Health Fee: $62; Ozark CF OTA Fee: $10.

### OTA 2352: Theory and Treatment for Human Conditions III

This course will examine the occupational therapy process in relation to the older adult with physical and/or psychosocial challenges, beginning with a historical and theoretical overview. Frames of Reference guiding physical and psychosocial OT during older adulthood will be examined. Topics include clinical features and medical management, assessments and treatment, evidence-based practice, and issues impacting geriatric OT practice. Professional literature will be reviewed for current practice trends.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2412: Level II Field Work A-1

Prerequisites: Successful completion of all OTA coursework.
Co-requisite: OTA 2422 Level II Field Work A-2.
First four-week fieldwork experience designed to provide the OTA student the opportunity to work in an OT setting, under the supervision of an OTR or COTA. Students must meet objectives designed by academic and clinical educators.
Clinical: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2422: Level II Field Work A-2

Prerequisites: Successful completion of all OTA coursework.
Co-requisite: OTA 2412 Level II Field Work A-1.
Continuation of Level Field Work A-1 designed to provide the OTA student the opportunity to work in an OT setting, under the supervision of an OTR or COTA. Students must meet objectives designed by academic and clinical educators.
Clinical: 2 hours; Ozark Allied Health Fee: $62.

### OTA 2424: Level II Field Work B

Prerequisites: Successful completion of all OTA coursework.
Second eight-week fieldwork experience designed to provide the OTA student the opportunity to work in an OT setting, under the supervision of an OTR or COTA. Students must meet objectives designed by academic and clinical educators. Fieldwork sites are different from Fieldwork II A and are utilized to broaden the student's Level II experiential background.
Clinical: 4 hours; Ozark Allied Health Fee: $124.

## OZARK CAMPUS ORIENTATION (OZRK)

### OZRK 1000: OZARK ORIENTATION

The Ozark Campus Student Orientation is a dynamic event designed to help you transition to college and become familiar with the university's academic, social, and developmental resources and opportunities as well as meet other students. This orientation introduces essential skill concepts and program specific content presented in an informative and innovative way.

### OZRK 1001: Ozark Campus Orientation

A course designed to provide entering freshmen with the resources and skills necessary to succeed in college and in life. The course will teach students how to balance life and scholastic responsibilities, how to make the most of campus resources, and how to excel in the classroom.
Ozark CTE General Technology Fee: $17.

## PARAMEDIC/EMERG MEDICAL SERVIC (EMTP)

### EMTP 1001: First Aid and CPR for Health Care Providers

Student in this course will learn to recognize and provide first aid for injuries ranging from simple lacerations to musculoskeletal injuries. Students will also learn how to recognize various medical emergencies ranging from heart attacks to allergic reactions. Students will complete requirements for certification in first aid, adult, child and infant CPR including Automated External Defibrillator (AED). This course is recognized by health care agencies, fire departments, police departments and local industries. (Cost of certification will be assessed.)
Ozark Card Fee: $6; Ozark Allied Health Fee: $31.

### EMTP 1007: Basic Emergency Medical Services Training

This course is designed to train students to perform in pre-hospital care of acutely ill or injured patients. EMTs perform such measures as cardiopulmonary resuscitation, extrication, initial patient assessment and triage, stabilization and transport of any emergency, to include routine transport of non-emergent patient to allied health care facility. Completion of this course with a "C" or better and passing the state exam and be licensed is a pre-requisite to be eligible to enter the Paramedic program.

Ozark Malpractice Insurance Fee: $66, Ozark Allied Health Fee: $217.

**EMTP 1233: Medical Emergencies I with Laboratory**
This course will present the student with a review of anatomy and physiology, an overview of pathophysiology, clinical assessment and treatment of patients presenting with specific illness. Critical thinking and clinical decision making, airway management, and assessment of respiratory, and neurology patients will be included in this section with an emphasis on assessment and management of present illness for effective field treatment. In addition, there will be a review of EMS systems, safety and wellness, public health, medical legal, communications, and documentation. The lab section will include performance of both basic and advanced prehospital airway management techniques, skill practice, scenario development, and high fidelity simulations ina lab environment. Students must successfully demonstrate each skill through a pass/fail scenario for successful course completion. Application of these skills will be reassessed in the clinical setting. This is the first of a series of three Medical Emergency courses required for the paramedic program.
Lecture: 3 hours, Laboratory: 1 hour.
Ozark Paramedic Fee: $83; Ozark Malpractice Insurance Fee: $66; Ozark Allied Health Fee: $93.

**EMTP 1234: Clinical Practicum I**
The student will receive supervised clinical experience in the emergency department and operating room. While in these areas, the student will perform patient procedures under the guidance of a professional health care preceptor with expertise in the patient care area while also observing all care. Students will be required to assess and document on specific age and diverse complaint based patients while in the clinical area. Patient documentation will be placed and maintained in an online database. A team approach will be emphasized in the clinical area while performing basic and advanced patient skills. Age and condition requirements must be met in the clinical setting and may be found in the program handbook.
Clinical: 4 hours.
Ozark Allied Health Fee: $124.

**EMTP 1243: Pharmacology**
Includes the pharmacological developments, standards, patient rights and drug controls. The student will apply their knowledge of human anatomy and physiology, and ethics with the pharmacological use of medications, pharmacokinetics, fluids, and electrolytes. Clinical pharmacology will be emphasized.
Lecture: 3 hours.
Ozark Allied Health Fee: $93.

**EMTP 2101: Cardiology I**
This course is the first in a two-part series of cardiology courses aimed at giving the paramedic student a comprehensive knowledge of cardiology. The course is designed to train students to understand the pathophysiology, assessment, and management of cardiac patients to include pharmacological and electrical interventions. The pharmacology section will focus on the study, preparation, administration, and indications of cardiac medications. Students will be presented with EKG (ECG) monitoring leads I, II, and III with an emphasis on the study of arrhythmia etiologies and irregular waveforms An overview of 12-lead techniques will also be discussed.
Lecture: 1 hours.
Ozark Paramedic Fee: $59; Ozark Allied Health Fee: $31.

**EMTP 2111: Clinical Practicum II**
Prerequisite: EMTP 1234 Clinical Practicum I
A continuation of Clinical Practicum I. The student will apply basic and advanced assessment and procedures in the emergency department and operating room while under supervision of preceptor and/or clinical coordinator. Age and condition requirements must be met in the clinical setting and may be found in the program handbook.
Clinical: 1 hour.
Ozark Allied Health Fee: $31.

**EMTP 2202: Cardiology Laboratory II**
Co-requisite: EMTP 2203 Cardiology II
Prepares prehospital care providers for the use and application of cardiac monitors (semi-automated and manual), vagal maneuvers, waveform capnography, and pulse oximetry. Application of these skills will be reassessed in the clinical setting.
Laboratory: 1 hour.
Ozark Allied Health Fee: $62.

**EMTP 2203: Cardiology II**
Co-requisite: EMTP 2202 Cardiology Laboratory II
This course is designed to introduce students to the practical application of pathophysiology, assessment and management of cardiac patients to include pharmacological and electrical interventions. The American Heart Association (AHA) Advanced Cardiac Life Support (ACLS) will be administered during this course. ACLS is designed to offer health care professionals a high-density course of advanced cardiac knowledge and treatment. Critical thinking skills will be examined through case based scenarios as well as a written test. In addition to the regular coursework, students must successfully complete ACLS practical (Pass/Fail) and written exam (84%) to successfully complete Cardiology II.
Lecture: 3 hours.
Ozark Allied Health Fee: $93.

### EMTP 2211: Clinical Practicum III

Prerequisite: EMTP 2111 Clinical Practicum II

Designated preceptors and/or clinical coordinator in the following areas will supervise students: Intensive Care Unit, Surgical Recovery, Operating Room, and Labor and Delivery. Students will apply knowledge of all previous program coursework and perform procedures that are appropriate for these areas of hospital. Age and condition requirements must be met in the clinical setting and may be found in the program handbook.

Clinical: 1 hour.

Ozark Allied Health Fee: $31.

### EMTP 2212: Emergency Medical Services Operations

Prepares prehospital care providers to perform in an operations role within the EMS system. This course includes the utilization of medical direction and protocols, rescue, and mass casualty response. Hazardous materials as well as violent situations will be covered with an emphasis on personal and bystander safety. Students will also be expected to successfully complete the Federal Emergency Management Agency National Incident Management System curriculum via the FEMA Emergency Management Institute website during this course.

Lecture: 2 hours.

Ozark Allied Health Fee: $62.

### EMTP 2311: Assessment Based Management

This course includes the final aspects of pre-hospital care and management in this session of the paramedic program. The student will learn effective scene and patient management, critical thinking, and clinical decision-making. This session will serve as a final analysis of the student's ability to analyze patient information and provide the treatment necessary for the best outcome of the patient's condition. The student must have an understanding of all tasks required of the paramedic exam, computerized end of course final, and an oral interview by the program medical director must be successfully completed to complete this course. Upon successful completion of this course, the student will be recommended as a candidate for Paramedic National Registry of EMT's testing.

Lecture: 1 hours.

Ozark Allied Health Fee: $31.

### EMTP 2313: Medical Emergencies II with Laboratory

Prerequisite: EMTP 1233 Medical Emergencies I with Laboratory

This course is designed to train students to understand the pathophysiology, assessment and management of variouis types of patients. Life San Development, Gynecology, Obstetrics, Neonates, and Pediatrics are the topics covered for this course. Emphasis will be placed on assessment based management of present illness and focused patient complaints. The American Heart Association (AHA) Pediatric Advanced Life Support (PALS) program will be presented during this course. PALS is designed to provide health care professionals a greater knowledge of emergency care for the pediatric patient. The PALS course stresses critical thinking skills and the student will be examined through case based scenarios as well as a written test. In addition to the regular coursework, students must successfully complete the PALS course to pass this class. This is the second of a series of three Medical Emergency courses required for the paramedic program.

Lecture: 3 hours, Laboratory: 1 hour, Ozark Allied Health Fee: $93.

### EMTP 2316: Paramedic Internship

Prerequisite: EMTP 2211 Clinical Practicum III

This course is divided into two phases. Phase I students will be placed with preceptors in the field who supervise patient assessment and management skills during the student's prehospital rotation. Students will demonstrate a greater understanding of EMS systems, dispatching, and emergencies with a higher level of competency in both verbal and written documentation. Upon completion of Phase I, each student must demonstrate a level of understanding, professionalism and clinical knowledge of prehospital emergency care to be recommended by the medical director and/or clinical coordinator to enter Phase II of Paramedic Internship. Phase II students must perform patient assessment and management skills while under supervision of experienced preceptors including the ability to perform as a team leader in the prehospital setting during this phase of the program. A closer evaluation of student's character and professionalism will be emphasized. This course will be the student's final step in prehospital field evaluation.

Clinical: 6 hours.

Ozark Allied Health Fee: $186, Ozark CF Paramedic Fee $59.

### EMTP 2323: Trauma Management

This course is intended to present the student with a comprehensive insight into traumatic injury. Pathophysiology, assessment, and management of trauma to include blunt, penetrating, soft-tissue, burn, musculoskeletal, head, face, neck, spinal, thoracic, and abdominal trauma as well as hemorrhage and shock will be analyzed. Types and phases of shock will be explored to provide the student assessment knowledge for the treatment of various shock conditions. Epidemiology of trauma will be discussed as well as the Arkansas Trauma System.

Lecture: 3 hours.

Ozark Allied Health Fee: $93.

### EMTP 2413: Medical Emergencies III with Laboratory

This course will present the student with a review of anatomy and physiology, an overview of pathophysiology, clinical assessment and treatment of patients presenting with specific illness. Diseases of the eyes, ears, nose and throat, endocrine emergencies, hematologic, immunologic, infectious disease, abdominal and gastrointestinal, genitourinary, geriatric, and special challenge patients will be included in this section, with an emphasis on assessment and management of present illness for effective field treatment. Comprehensive management of all types of patients with various medical illnesses will be covered using scenarios and simulations. This is the last of a series of three Medical Emergency courses required for the paramedic program.

Ozark Allied Health Fee: $93.

# PHYSICAL THERAPY ASSISTANT (PTA)

**PTA 1121: Clinical Kinesiology Laboratory**
Co-requisite: PTA 1122 Clinical Kinesiology.
Lab skills practice to apply concepts presented in PTA 1122 Clinical Kinesiology.
Laboratory: 1 hour; Ozark PTA Fee: $35, Ozark Allied Health Fee: $31.

**PTA 1122: Clinical Kinesiology**
Co-requisite: PTA 1121 Clinical Kinesiology Laboratory.
This course provides an introduction to the musculoskeletal anatomy, human movement, and clinical assessment. Students will learn to locate and identify muscles, joints, and boney landmarks of the spine and extremities.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

**PTA 1132: Pathological Conditions**
This course will examine the mechanisms and concepts of selected pathological conditions in the human body. Emphasis is placed on how the specific pathological condition affects the functioning of the system involved, as well as its impact on other body systems. This course includes general pathology with emphasis on the study of diseases and disorders commonly seen in physical therapy practice.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

**PTA 1212: THERAPEUTIC PROCEDURES LAB**
Co-requisite: PTA 1213 THERAPEUTIC PROCEDURES
Lab skills practice to apply concepts presented in PTA 1213 THERAPEUTIC PROCEDURES.
Laboratory: 2 hours; Ozark Allied Health Fee: $62.

**PTA 1213: THERAPEUTIC PROCEDURES**
Co-requisite: PTA 1212 THERAPEUTIC PROCEDURES LAB
Students will learn physical therapy interventions using specific physical agents.
Lecture: 3 hours; Ozark Allied Health Fee: $93.

**PTA 1241: Principles of Physical Therapy Laboratory**
Co-requisite: PTA 1243 Principles of Physical Therapy
This lab will cover concepts and techniques presented in PTA 1243 Principles of Physical Therapy Principles of Physical Therapy.
Laboratory: 1 hour; Ozark Allied Health Fee: $31.

**PTA 1243: Principles of Physical Therapy**
This course provides an introduction and orientation to the field of physical therapy. This course will introduce students to the theory, principles, and techniques of patient care. Students will be introduced to concepts of professional ethics and conduct in the delivery of patient care.
Lecture: 3 hours; Ozark Allied Health Fee: $93.

**PTA 1251: Data Collection in Physical Therapy Laboratory**
This lab will cover data collection and compilation as it relates to Physical Therapy.
Laboratory: 1 hour; Ozark Allied Health Fee: $31.

**PTA 2121: Neurological Development and Motor Control**
This course will examine the principles of normal motor development across the lifespan from infancy to adulthood.
Lecture: 1 hour; Ozark Allied Health Fee: $31.

**PTA 2142: Therapeutic Exercise and Cardiopulmonary Rehabilitation Laboratory**
Co-requisite: PTA 2143 Therapeutic Exercise and Cardiopulmonary Rehabilitation.
Lab skills practice to apply to concepts presented in PTA 2143 Therapeutic Exercise and Cardiopulmonary Rehabilitation.
Laboratory: 2 hours; Ozark Allied Health Fee: $62.

**PTA 2143: Therapeutic Exercise and Cardiopulmonary Rehabilitation**
Co-requisite: PTA 2142 Therapeutic Exercise and Cardiopulmonary Rehabilitation Laboratory
This course will examine the theory and application of physical therapy procedures for the management of patients with cardiovascular and pulmonary conditions. This course will also examine the theory and application of therapeutic exercise.
Lecture: 3 hours; Ozark Allied Health Fee: $93.

### PTA 2151: Administrative Procedures
This course will examine the administrative aspects of providing physical therapy services including reimbursement, quality improvement, laws and professional liability regarding the delivery of physical therapy services, administrative principles, and organizational patterns.
Lecture: 1 hour; Ozark Allied Health Fee: $31.

### PTA 2164: Clinical Experience I
This course is the first clinical experience in the PTA program curriculum. Students will perform 200 hours of clinical practice in a physical therapy setting while under the supervision of a licensed physical therapist and/or licensed physical therapist assistant. Students will apply the knowledge and skills acquired from previous didactic learning as deemed appropriate by the clinical instructor.
Clinical: 4 hours; Ozark Malpractice Insurance Fee: $16; Ozark CF PTA Fee: $240; Ozark Allied Health Fee: $124.

### PTA 2211: Musculoskeletal Rehabilitation Laboratory
Co-requisite(s): PTA 2212 Musculoskeletal Rehabilitation
Lab skills practice to apply concepts presented in PTA 2212 Musculoskeletal Rehabilitation.
Laboratory: 1 hour; Ozark Allied Health Fee: $31.

### PTA 2212: Musculoskeletal Rehabilitation
Co-requisite(s): PTA 2211 Musculoskeletal Rehabilitation Laboratory
This course will examine the theory and application of physical therapy interventions for the management of patients with specific musculoskeletal conditions. A review of basic assessment and treatment procedures will be included.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### PTA 2221: Neurological Rehabilitation Laboratory
Lab skills practice to apply concepts presented in PTA 2222 Neurological Rehabilitation.
Laboratory: 1 hour; Ozark Allied Health Fee: $31.

### PTA 2222: Neurological Rehabilitation
Co-Requisite(s): PTA 2221 Neurological Rehabilitation Laboratory
This course will examine the theory and application of physical therapy interventions for the management of specific neurological disorders. A review of basic assessment and treatment procedures will be included.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### PTA 2234: Clinical Experience II
Pre-requisite: PTA 2164 Clinical Experience I
This course is the second clinical experience in the PTA program curriculum. Students will perform 200 hours of clinical practice in a physical therapy setting while under the supervision of a licensed physical therapist and/or licensed physical therapist assistant. Students will apply the knowledge and skills acquired from previous didactic learning as deemed appropriate by the clinical instructor.
Clinical: 4 hours; Ozark Malpractice Insurance Fee: $16; Ozark PTA Fee: $35, Ozark Allied Health Fee: $124.

### PTA 2235: Clinical Experience III
Pre-requisite: PTA 2234 Clinical Experience II
This course is the third clinical experience in the PTA program curriculum. Students will perform 240 hours of clinical practice in a physical therapy setting while under the supervision of a licensed physical therapist and/or licensed physical therapist assistant. Students will apply the knowledge and skills acquired from previous didactic learning as deemed appropriate by the clinical instructor.
Clinical: 5 hours; Ozark Allied Health Fee: $155.

## PRACTICAL NURSING (LPN)

### LPN 1101: Vocational, Legal, and Ethical Concepts
Teaches vocational responsibilities of the Practical Nurse to the patient, family community, and coworkers. Nursing organizations, local, state and national health resources, and concepts of delegation appropriate to the level of practice are also covered.
Ozark Allied Health Fee: $31.

### LPN 1102: Pharmacology I
Pharmacology I is an introduction to the history of drugs, use of drug references, principles of drug actions and interaction, principles of drug administration, and their legal implications for the nurse.
This course is designated as "Green".
Ozark Allied Health Fee: $62.

### LPN 1111: Nursing of the Geriatric Patient
This course covers the normal aging processes, characteristics of aging, special problems associated with aging and caring for the aging adult.
Ozark Allied Health Fee: $31.

**LPN 1121: Nutrition in Health and Illness**
The importance of nutrition and its relation to proper growth and functioning and the maintenance of health are covered.
Ozark Allied Health Fee: $31.

**LPN 1123: Basic Nursing Principles and Skills I**
This course covers the fundamental principles, skills, and attitudes needed to give nursing care and prevent the spread of disease. Procedures used in the care of the sick and the ability to adapt them to various situations are discussed. Students will learn to document their observations and interventions.
This course is designated as "Green".
Ozark Allied Health Fee: $93.

**LPN 1133: Clinical I**
Clinical skills will be practiced, observed, and evaluated by the instructors in the lab and clinical settings.
This course is designated as "Green".
Ozark Malpractice Insurance Fee: $16; Ozark CF Practical Nursing Fee: $402; Ozark Allied Health Fee: $93.

**LPN 1171: Nursing of Adults with Medical and Surgical Conditions I**
Study of common conditions of illness and the nursing care of adult patients in acute, sub-acute, or convalescent stages of illness. The basis for this course is Body Structure and Function and includes aspects and principles of Nutrition; Basic Nursing; Pharmacology; Vocational, Legal, and Ethical concepts with attention to cultural diversity.
Ozark Allied Health Fee: $31.

**LPN 1202: Nursing of Adults with Medical and Surgical Conditions II**
Prerequisite LPN 1171 Nursing of Adults with Medical and Surgical Conditions I.
Continuation of Nursing of Adults with Medical-Surgical Conditions I. The study of common conditions of illness and the nursing care of adult patients in acute, sub-acute, or convalescent stages of illness. The basis for this course is Body Structure and Function and includes aspects and principles of Nutrition, Basic Nursing, Pharmacology, Vocational, Legal, and Ethical concepts with attention to cultural diversity. Nutrition, pharmacology and basic nursing principles are integrated throughout this course.
Ozark Allied Health Fee: $62.

**LPN 1205: Clinical II**
Prerequisite: LPN 1133 Clinical I
This course focuses on the skills needed by the nurse to provide care in a safe and comforting manner.
This course is designated as "Green".
Clinical: 5 hours; Ozark CF Practical Nursing Fee: $402; Ozark Allied Health Fee: $155.

**LPN 1212: Basic Nursing Principles and Skills II**
Prerequisite: LPN 1123 Basic Nursing Principles and Skills I
This course covers the advanced skills and procedures concerned with administrating safe patient care. Skills related to the maternal-child and pediatric patients are included.
This course is designated as "Green".
Ozark Allied Health Fee: $62.

**LPN 1222: Pharmacology II**
Prerequisite: LPN 1102 Pharmacology I.
A continuation of LPN 1102 Pharmacology I. The preparation of drugs by enteral, parenteral, and percutaneous administration is continued. Intravenous medications, delivery systems, and techniques for administration are included in this course.
This course is designated as "Green".
Ozark Allied Health Fee: $62.

**LPN 1232: Nursing of Mothers and Infants**
Nutrition for the mother and the developing fetus and the basic nursing skills to care for the mother during antepartum, intrapartum, and postpartum periods are studied.
Ozark Allied Health Fee: $62.

**LPN 1302: Nursing of Children**
Principles of growth and development, nursing of the infant through adolescence and the behavior of well and sick children are studied in this course. Differences in the functioning of the child's body systems are contrasted with that of the adult patient as well as differences in the child's response to illness.
Ozark Allied Health Fee: $62.

**LPN 1308: Clinical III**
Prerequisite: LPN 1205 Clinical II.

Includes clinical areas in the mental health, pediatric, and specialty areas of the clinical facilities. The opportunity to practice advanced basic nursing and pediatric procedures will be offered during these rotations.
Clinical: 8 hours; Ozark Malpractice Insurance Fee: $16, Ozark CF Nursing Fee: $402, Ozark Allied Health Fee: $248.

### LPN 1322: Mental Health

This course presents topics such as personality development patterns, developmental task throughout the life-cycle, mental disease, and emotional problems as well as chemical dependency. Geriatric, maternal, and pediatric problems are included. Therapeutic communication techniques are stressed.
Ozark Allied Health Fee: $62.

### LPN 1332: Nursing of Adults with Medical and Surgical Conditions III

Prerequisite: LPN 1202 Nursing of Adults with Medical and Surgical Conditions II.
A continuation of Medical-Surgical Nursing. This course is the study of the body system disorders, their diagnostic methods, treatment or surgical procedures, therapeutic nutrition, and pharmacological modalities.
Ozark Allied Health Fee: $62.

## PRIOR LEARNING ASSESSMENT (PLA)

### PLA 2116: Lineman I

This course is first in a series of four courses which make up MPUA's Apprentice Lineworker Training Program. It provides entry level (apprentice) electric employees with the knowledge they need to perform their jobs safely and efficiently. Combined classroom, correspondence and hands-on instruction with applied on-the-job training. Includes: Overhead and underground systems; Safety; Pole climbing, installing, and mounting; Conductors, transformers, and substations; and Equipment operation. Provides a credentialed, comprehensive safety program meeting all regulatory guidelines.
Approved apprenticeship must provide evidence of mastery of subject as well as evidence to support that instruction is college level, documentation that successful completion is achieved, and evidence that the course met an industry criteria.
Credit for PLA 2116 Lineman I applies only to the Associate of Applied Science degree and cannot be applied toward any other program. Grading is on a Credit/Non Credit basis.
Application and fees apply. A maximum of 24 hours of prior learning credit may be earned. Other restrictions apply. See catalog for more detail.

### PLA 2126: Lineman II

This course is second in a series of four courses which make up MPUA's Apprentice Lineworker Training Program. It provides entry level (apprentice) electric employees with the knowledge they need to perform their jobs safely and efficiently. Combined classroom, correspondence and hands-on instruction with applied on-the-job training. Includes: Overhead and underground systems; Safety; Pole climbing, installing, and mounting; Conductors, transformers, and substations; and Equipment operation. Provides a credentialed, comprehensive safety program meeting all regulatory guidelines.
Approved apprenticeship must provide evidence of mastery of subject as well as evidence to support that instruction is college level, documentation that successful completion is achieved, and evidence that the course met an industry criteria.
Credit for PLA 2126 Lineman II applies only to the Associate of Applied Science degree and cannot be applied toward any other program. Grading is on a Credit/Non Credit basis.
Application and fees apply. A maximum of 24 hours of prior learning credit may be earned. Other restrictions apply. See catalog for more detail.

### PLA 2136: Lineman III

This course is third in a series of four courses which make up MPUA's Apprentice Lineworker Training Program. It provides entry level (apprentice) electric employees with the knowledge they need to perform their jobs safely and efficiently. Combined classroom, correspondence and hands-on instruction with applied on-the-job training. Includes: Overhead and underground systems; Safety; Pole climbing, installing, and mounting; Conductors, transformers, and substations; and Equipment operation. Provides a credentialed, comprehensive safety program meeting all regulatory guidelines.
Approved apprenticeship must provide evidence of mastery of subject as well as evidence to support that instruction is college level, documentation that successful completion is achieved, and evidence that the course met an industry criteria.
Credit for PLA 2136 Lineman III applies only to the Associate of Applied Science degree and cannot be applied toward any other program. Grading is on a Credit/Non Credit basis.
Application and fees apply. A maximum of 24 hours of prior learning credit may be earned. Other restrictions apply. See catalog for more detail.

### PLA 2146: Journeyman Lineman

This is the final course in a series of four courses which make up MPUA's Apprentice Lineworker Training Program. It provides entry level (apprentice) electric employees with the knowledge they need to perform their jobs safely and efficiently. Combined classroom, correspondence and hands-on instruction with applied on-the-job training. Includes: Overhead and underground systems; Safety; Pole climbing, installing, and mounting; Conductors, transformers, and substations; and Equipment operation. Provides a credentialed, comprehensive safety program meeting all regulatory guidelines.
Approved apprenticeship must provide evidence of mastery of subject as well as evidence to support that instruction is college level, documentation that successful completion is achieved, and evidence that the course met an industry criteria.
Credit for PLA 2146 Journeyman Lineman applies only to the Associate of Applied Science degree and cannot be applied toward any other program. Grading is on a Credit/Non Credit basis.
Application and fees apply. A maximum of 24 hours of prior learning credit may be earned. Other restrictions apply. See catalog for more detail.

# REGISTERED NURSING (RN)

### RN 2006: PARAMEDIC TRANSITION - NURSING

Prerequisites: National Paramedic Registry Certificate, and application to Arkansas Tech University-Ozark Campus Registered Nursing Program or permission. Three years current healthcare work experience required.
This course transitions paramedics to the scope and practice of nursing. Focuses on nursing concepts and theories to meet basic human needs across the lifespan throughout the wellness/illness continuum. Emphasis on expanding the paramedic's skills and experience to transition to the role of the nurse utilizing nursing process and critical thinking.
Lecture: 6 Hours; Ozark Allied Health Fee: $186.

### RN 2112: Pharmacology I

Prerequisite: Acceptance into the Registered Nursing program.
This course focuses on the relationships between the action of drugs, their effects and the contraindications for their administration. The relationship between specific patient needs and the type of drugs that would be effective to meet those needs will be analyzed. The nursing care related to each type of drug and the rationales for care will be included.
Lecture: 2 hours, Ozark Allied Health Fee: $62.

### RN 2113: Introduction to Professional Nursing

Prerequisite: Acceptance into the Registered Nursing program.
A three-hour course which introduces the student to selected basic concepts of professional nursing. Purpose of the course is to introduce nursing concepts to nursing majors. This course focuses on nursing as a caring profession, nurses' roles and functions, ethics, standards, legal aspects, holism, wellness, health care settings, communication, teaching/learning, critical thinking, and the nursing process. The Conceptual Framework and Philosophy of Tech's Department of Nursing will be explored.
Lecture: 3 hours, Ozark Allied Health Fee: $93.

### RN 2115: Practicum for Registered Nursing I

Prerequisite: Acceptance into the Registered Nursing program.
Co-requisite: RN 2116 Theories and Concepts for Registered Nursing I.
A practicum course which facilitates the integration, synthesis, and application of the theories, concepts, and skills taught in RN 2112 Pharmacology I, RN 2113 Introduction to Professional Nursing, and RN 2116 Theories and Concepts for Registered Nursing I.
Clinical: 15 Clinical hours equal to 5 credit hours; Ozark Malpractice Insurance Fee: $16, Ozark Allied Health Fee: $155.

### RN 2116: Theories and Concepts for Registered Nursing I

Prerequisite: Acceptance into the Registered Nursing program.
Co-requisite: RN 2115 Practicum for Registered Nursing I.
This course, utilizing the nursing process, builds upon the knowledge of the LPN and includes the bio psycho social and spiritual needs of the family. The course emphasizes family development, the childbearing experience, and the child's unique response to the internal and external environment.
Lecture: 6 hours; Ozark Registered Nursing Fee: $2,750; Allied Health Fee: $186.

### RN 2211: Nutrition

Principles of normal nutrition at all stages of the life cycle are emphasized. Growth and development needs are incorporated into the maintenance, restoration of nutritional health, and in the prevention of nutritional deficit. Exploration is conducted of the social, religious, and cultural factors which affect the family's nutritional health.
Lecture 1 hour: Ozark Allied Health Fee: $31.

### RN 2212: Pharmacology II

Prerequisite: Acceptance into the Registered Nursing program and RN 2112 Pharmacology I.
This course is a continuation of Pharmacology I and focuses on the relationships between the action of drugs, their effects and the contraindications for their administration. The relationship between specific patient needs and the type of drugs that would be effective to meet those needs will be analyzed. The nursing care related to each type of drug and the rationales for the care will be included.
Lecture: 2 hours; Ozark Allied Health Fee: $62.

### RN 2215: Practicum for Registered Nursing II

Prerequisites: Acceptance into the Registered Nursing program and RN 2115 Practicum for Registered Nursing I.
Co requisites: RN 2216 Theories and Concepts for Registered Nursing II.
This is a clinical nursing course which provides the opportunity for the integration of theories and concepts in the application of the nursing process in the care of the emotionally and/or physically dysfunctional client, family or group who are undergoing adaptation difficulties due to major deviations from wellness. The health care is delivered according to scientific principles, research findings, and accepted standards of care. Nursing behaviors and nursing roles are emphasized which are appropriate to the level of the students. Learning experiences are gained through caring for clients.
Clinical: 15 clinical hours equal to 5 credit hours; Ozark Malpractice Insurance Fee: $16, Ozark Allied Health Fee: $155.

### RN 2216: Theories and Concepts for Registered Nursing II

Prerequisites: Acceptance into the Registered Nursing program and RN 2116 Theories and Concepts for Registered Nursing I.

Co-requisite: RN 2215 Practicum for Registered Nursing II
The course focuses on the prevention of illness, maintenance of health and the restoration of wellness in the care of clients and families experiencing major dysfunctions in adaptation. The nursing process is the methodology used to assist clients and families toward achieving optimal health. Principles of growth and development throughout the life cycle, utilization of research findings, principles of communication in crisis, and the role of the nurse in crises situations are included in the course. Psycho social theories and concepts relevant to the care of the emotionally disturbed client and family are explored in depth.
Lecture: 6 hours; Ozark Allied Health Fee: $186.

# TECHNICAL MATHEMATICS (TMAT)

### TMAT 1203: Technical Mathematics
Designed for students in occupational and technical programs, this course includes measurement, operations with polynomial expressions, use of equations and formulas, basic trigonometry, and basic statistics, with emphasis on industrial and other practical applications. A scientific calculator is required with TI 83 or TI 84 recommended.
Lecture: 3 hours

# WELDING TECHNOLOGY (WLD)

### WLD 1103: Introduction to Thermal Cutting
Students will learn the principles and procedures for oxyfuel cutting, plasma cutting, and carbon arc gouging. Safe shop practices will be emphasized.
Ozark CTE General Technology Fee: $51, Ozark CF Welding Fee: $150.

### WLD 1202: Blueprint Reading
Students will learn to read and interpret various kinds of blueprints and working drawings. AWS welding symbols and their meanings will be taught.
Ozark CTE General Technology Fee: $34, Ozark CF Welding Fee: $100.

### WLD 1212: Industrial Safety in Welding
The study of safe and industry accepted practices and equipment necessary for the safe use of all existing manual methods of welding. Student will learn to identify common industrial and occupational hazards and means to avoid accidents.
Ozark CTE General Technology Fee: $34, Ozark CF Welding Fee: $100.

### WLD 1224: Introduction to Arc Welding
This course is intended to teach theory and application of basic Astick@ welding (SMAW). It will cover safety, correct selection of electrodes, practicing beds and the application of correct welds on actual structures.
This course is designated as "Green".
Ozark CTE General Technology Fee: $68, Ozark CF Welding Fee: $200.

### WLD 1302: Metallurgy
An elementary and practical approach to the structure, marking classifications, machinability and identification of metals and their properties. This will require the use of various manufacturer catalogs, bulletins and charts. Basic heat treatment and how metals are affected will be discussed.
Ozark CTE General Technology Fee: $34, Ozark CF Welding Fee: $100.

### WLD 1403: Welding for Trades and Industry
This course is intended to teach theory and application of welding for trades and industry. This course will be specific to the needs and applicable to each area of interest. It will cover basic welding safety, correct cutting torch handling, basic gas metal arc welding (MIG), gas tungsten arc welding (TIG), and shielded metal arc welding. Specific applications will be deemed by the appropriate advisor.
Ozark CTE General Technology Fee: $51, Ozark CF Welding Fee: $150.

### WLD 1405: Position Welding
Pre-requisite: WLD 1224 Introduction to Arc Welding or permission of instructor. A continuation of the study of Arc welding concentrating on more advanced weld positions and varied electrodes. This course will also discuss hard facing, padding, and the techniques for welding pipe.
Ozark CTE General Technology Fee: $85, Ozark Welding Fee: $250.

### WLD 1503: Gas Metal Arc (MIG) Welding
Pre-requisite: WLD 1405 Position Welding or permission of instructor. Provides student with theory and application of wire feed processes also known as MIG Welding or semi-automatic and automatic processes. The student also gains an understanding of the basic gases and mixtures used for different materials.
This course is designated as "Green".
Ozark CTE General Technology Fee: $51, Ozark Welding Fee: $150.

### WLD 1603: Gas Tungsten Arc (TIG) Welding

.Pre-requisite: WLD 1405 Position Welding or permission of instructor. Study of Gas Tungsten Arc (TIG) Welding commonly referred to as TIG or Heliarc. This course will focus on shielding gases, equipment and feasible use situations. Safety will be addressed and demonstrated in a lab experience. This course is designated as "Green".
Ozark CTE General Technology Fee: $51, Ozark Welding Fee: $150.

### WLD 1702: Weldment Testing

Covers different types of testing such as destructive and nondestructive. Students will study guided bend, radiographic, ultrasonic, magnetic particle and dye penetrant tests, and take practical tests that are designed according to AWSD1.1 and ASME Section IX industry standard codes.
Ozark CTE General Technology Fee: $34, Ozark Welding Fee: $100.

### WLD 1804: Certification Welding I

Student practices with projects that are designed according to AWSD1.1 and ASME Section IX industry standard codes. The implementation and approval of the codes in accordance with AWSD1.1 and ASME section IX will be addressed. Documentation of procedure will also be covered.
Ozark CTE General Technology Fee: $68, Ozark Welding Fee: $200.

### WLD 2804: Certification Welding II

This is a continuation of WLD 1804 Certification Welding I. Student practices and takes practical tests that are designed according to AWSD1.1 and ASME Section IX industry standard codes. The implementation and approval of the codes in accordance with these standards will be addressed. Documentation of procedure will also be covered. Students in this class will have more emphasis in pipe certification.
Ozark CTE General Technology Fee: $68. Ozark Welding Fee: $200.