

**CD 191B Workplace Skills****Units:** 1.0 **Hours:** 1.0 Lecture**Transferable:** CSU

Workplace Skills teaches skills vital to workplace success. The topic for 191B is Team Building. Need not be taken in sequence. This is a pass/no pass course.

**CD 191C Workplace Skills****Units:** 1.0 **Hours:** 1.0 Lecture**Transferable:** CSU

Workplace Skills teaches skills vital to workplace success. The topic for 191C is Problem Solving. Need not be taken in sequence. This is a pass/no pass course.

**CD 202 Early Child Development en Español****Units:** 3.0 **Hours:** 3.0 Lecture

This course examines typical and atypical development within the psychosocial, cognitive, and physical domains from conception through the preschool years. Upon completion of this course, students will be able to evaluate theories and research of child development and effectively apply and communicate their understanding through observation and evaluation. **COREQUISITE:** ESL 704A or 704B, ESL in the Workplace, or ESL/English course based on assessment scores or completion of prerequisites of sequenced ESL/English courses. **NOTE:** This course will be taught in Spanish.

**CD 219 Introduction to Child Development en Español****Units:** 1.0 **Hours:** 1.0 Lecture

This course will orient mono-lingual (Spanish) Child Development students to Gavilan College and the Child Development and Educational Studies (CDES) departments. Students will be provided an overview of campus academic and support services and programs, explore the professional opportunities in the field of Child Development and learn effective strategies for college success. This course has the option of a letter grade or pass/no pass. **NOTE:** This course is taught in Spanish.

**COMMUNICATION STUDIES****CMUN 1A Introduction to Public Speaking****Units:** 3.0 **Hours:** 3.0 Lecture**Transferable:** CSU, UC; CSU-GE:A1, IGETC:1C, GAV-GE:A1

Basic principles of effective human communication and their function in contemporary public settings; emphasis is on the speeches to inform and persuade, with special consideration given to fundamental communication skills, including organization, reasoning, explanation, rhetoric and listening. (C-ID: COMM 110) **ADVISORY:** Eligible for English 250 and English 260.

**CMUN 2 Oral Interpretation****Units:** 3.0 **Hours:** 3.0 Lecture**Transferable:** CSU, UC; CSU-GE:C1, GAV-GE:C1

An introduction to the analysis, preparation and dramatic presentation of literature, including classical and contemporary prose, poetry and drama. Students will prepare, analyze, interpret and present great works of theatre and literature for an audience. This course is also listed as THEA 4. (C-ID: COMM 170) **ADVISORY:** Eligible for English 250 and English 260.

**CMUN 4 Intercultural Communication****Units:** 3.0 **Hours:** 3.0 Lecture**Transferable:** CSU, UC; CSU-GE:D, IGETC:4G, GAV-GE:D2, F

This course will explore the dynamics of communication as it applies to people from different cultures. Course content focuses on the application of theory and research to intercultural communication contexts. Increasing the awareness and understanding of diversity, the perception process, culture, verbal and non-verbal communication and the obstacles that prevent one from becoming a competent intercultural communicator will be examined. (C-ID: COMM 150)

**CMUN 5 Fundamentals of Communication Studies****Units:** 3.0 **Hours:** 3.0 Lecture**Transferable:** CSU, UC; CSU-GE:A1, IGETC:1C, GAV-GE:A1

This course provides an overview of the history of the communication studies field and areas of specialization with the field as well as communication research methods. Instruction and application of theory and practice in various communication contexts including the self concept, interpersonal, interviewing skills, small group dynamics, and public speaking. Emphasis is placed on analytical and organizational skills, listening, nonverbal and verbal communication, and public speaking communication methodology. (C-ID: COMM 180) **ADVISORY:** English 250 and English 260.

**CMUN 6 Introduction to Conflict Resolution****Units:** 3.0 **Hours:** 3.0 Lecture**Transferable:** CSU; CSU-GE:D, GAV-GE:D2

Introduction to Conflict Resolution introduces students to conflict resolution and mediation. Integrating theory and practice, students will assess core concepts about the causes and resolution of conflict, and will practice communication skills for conflict resolution. Students will examine how ethnicity, gender, and class affect power in conflict situations. They will be able to formulate appropriate conflict resolution strategies, and will develop and practice various basic co-mediation skills. This course has the option of a letter grade or pass/no pass. This course is also listed as POLS 6 and PSYC 6. **ADVISORY:** English 250 and English 260.

**CMUN 8 Interpersonal Communication****Units:** 3.0 **Hours:** 3.0 Lecture**Transferable:** CSU, UC; CSU-GE:A1, IGETC:1C, GAV-GE:A1, F

This course studies the communication process in an interpersonal (dyadic) setting. This class will explore the ways in which we can improve our communication with others. Verbal and nonverbal messages, self-concept, cultural differences, gender differences, perception, listening and conflict management will be explored. (C-ID: COMM 130)

**CMUN 10 Small Group Communication****Units:** 3.0 **Hours:** 3.0 Lecture**Transferable:** CSU, UC; CSU-GE:A1, IGETC:1C, GAV-GE:A1

An introductory course that develops basic individual reasoning skills, insights and experiences in information-sharing, interacting, decision-making, problem-solving, persuasion, and resolution of disputes and other issues central to group processes. (C-ID: COMM 140) **ADVISORY:** Eligible for English 250 and English 260.

**CMUN 11 Business Communication****Units:** 3.0 **Hours:** 3.0 Lecture**Transferable:** CSU

This course will explore business communication contexts by examining organizational cultures, strategic vision and goal setting, leadership managerial roles, and team building communication. Emphasis is placed on analytical and organizational skills, listening, nonverbal and verbal communication, public speaking communication methodology, and domestic and international relations through use of hybrid online and classroom environment for lecture and application. **PREREQUISITE:** English 250. **ADVISORY:** Communication 1A or English 1A.

**CMUN 129 Presentation Graphics - MS PowerPoint****Units:** 1.0 **Hours:** 1.0 Lecture**Transferable:** CSU

This introductory course in presentation graphics will use Microsoft Office's "PowerPoint" software to create a computerized presentation with text and objects. This course has the option of a letter grade or pass/no pass. This course is also listed as CSIS 129. **ADVISORY:** CSIS 126 or word processing skills in the Windows environment.

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**Computer Art: see CSIS or Digital Media**

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