



VENTURA COUNTY  
**Office of Education**  
STANLEY C. MANTOOTH, COUNTY SUPERINTENDENT OF SCHOOLS

# Career EDUCATION Center



2015-2016  
**Course Catalog**  
*College Prepared...Career Ready*

# CAREER EDUCATION CENTER

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## INFORMATION

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## FLORAL DESIGN

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4052	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
<p>This course is designed for students that are interested in floral design. This course prepares students for entry-level jobs in the floral industry. Students will learn the principles of floral design, uses of floral materials and tools, how to prepare simple floral arrangements and decorative items, basic sales techniques, customer service relations, and basic business practices. Students will learn proper care and handling of flowers, plants and foliage; how to evaluate floral materials and arrangements; how to utilize floral tools, supplies and products; how to apply design principles to the floral medium; how to construct arrangements for all occasion; how to display, price, and market floral designs. Training will include hands-on experience in a flower shop setting. Students will train for two jobs: florist assistant and florist technician.</p>		
<b>Certification:</b> ROP Certificate of Proficiency; California State H/S FD Certificate (PENDING)		
<b>Prerequisite:</b> None		

## INTRODUCTION TO ORNAMENTAL HORTICULTURE

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4051	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
<p>Introduction to Ornamental Horticulture courses expose students to the art and science of growing plants, shrubs, trees, flowers, fruits, and vegetables. They provide information regarding the care and propagation of plants, flowers, trees, and shrubs, but place a special emphasis on those used for decorative and aesthetic purposes. In doing so, they cover a wide variety of topics, including greenhouse and nursery operations, soils and media mixtures, fruit and vegetable production, turf/golf course management, interior and exterior plantscaping, irrigation systems, weed and pest control, and floral design.</p>		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		

## Business Management



### BUSINESS CAREER EXPLORATION (Floral-Fashion-Screen Print-Virtual Enterprise)

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4125	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
<p>This instructional program provides individuals with exploratory experiences related to career opportunities in business at entry, technical, and professional levels. These experiences explore careers in computer science and information processing, accounting and finance, business management, marketing, and entrepreneurship. The program provides information about employment and the education requirements for various business occupations, interest and aptitude assessment, and career and educational planning. The program also provides exploration in the following areas: business and consumer concepts, business computations, computer literacy, economic concepts, and scientific and technological developments.</p>		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		

### BUSINESS FINANCE

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Semester
<b>Internship:</b> No	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4612	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Pending		
<p>Small and medium-sized businesses need to keep their books easily and accurately. This course introduces the software and basic file-management tasks needed to work with vendors, customers and banking tasks using QuickBooks. The course will also include dealing with bad debt, writing customized reports and making templates for your company.</p>		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Semester 2 Recommendation:</b> Marketing; Virtual Enterprise		



## Business Management

### 21<sup>st</sup> CENTURY MARKETING

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Semester
<b>Internship:</b> No	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4122	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Moorpark College, CSU/UC Transfer		
In this course students will explore and utilize techniques for integrating social media marketing as an integral component of marketing campaigns, serving as listening and outreach tools for building brand awareness and promoting business. Through an investigation of tools which include internet forums, message boards, blogs, wikis, podcasts, picture sharing, video sharing, and social networking, students will have the opportunity to create and present a written plan for achieving business goals through the use of a social media marketing campaign.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Semester 1 Recommendation:</b> Business Finance		

### VIRTUAL ENTERPRISE

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Semester
<b>Internship:</b> No	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4630	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
In this course students will explore and utilize techniques for integrating social media marketing as an integral component of marketing campaigns, serving as listening and outreach tools for building brand awareness and promoting business. Through an investigation of tools which include internet forums, message boards, blogs, wikis, podcasts, picture sharing, video sharing, and social networking, students will have the opportunity to create and present a written plan for achieving business goals through the use of a social media marketing campaign.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Semester 1 Recommendation:</b> Business Finance		

## Fashion Design and Interior Design



### FASHION MERCHANDISING

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Semester
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Yes	<b>CBEDS Code:</b> 4410	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Fashion Institute of Design and Merchandising (FIDM)		
<p>This program trains students in the marketing functions and foundations of fashion merchandising. Instruction will assist students in developing proficiency in fashion retail business procedures and provide a foundation for further training from a higher institution in the fashion industry. In addition, the program will prepare students for entry-level employment within the fashion and retailing career field. Students will learn the basics of fashion, customer service and selling techniques, the elements and principles of design, the appropriate behavior, attitude and tools necessary to get and keep a job, visual merchandising and display, advertising and promotion, textiles, retail management, basic economic concepts and entrepreneurship. This course requires a minimum of 36 hours of Community Classroom on-the-job training per semester and/or Cooperative Vocational Education approved instructional methodology.</p>		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		

### MARKETING SALES & SERVICE

<b>Grade Level:</b> 10, 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Semester
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4100	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
<p>This course covers basics of retail selling and prepares students to master marketing foundations and apply principles to the unique characteristics of the general merchandise retailing industry and perform marketing practices and tasks in general merchandise retail operations. Customer services covered also include the following: investigation and resolution of product or service problems of customers; arranging for repair or replacement of defective products; providing technical information to customers related to products or services sold; resolving customer complaints; arranging for custom or specialized products or services for customers; providing inside and outside sales support services; and communicating with customers in writing and in person to assess/evaluate customer satisfaction.</p>		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		



## Patient Care

### INTRODUCTION TO HEALTHCARE CAREERS

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Semester
<b>Internship:</b> No	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4257	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
This course is designed for students to develop the knowledge and skills needed for entry-level employment in the health care industry or enrollment in advanced health/medical training classes such as Dental or Medical Assistant and Certified Nurses Aide. Students will receive instruction in basic skills and medical terminology. Students will have opportunities to apply their skills and knowledge while serving in clinics, hospitals or doctor's offices.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Recommended:</b> Medical Office Administration		

### MEDICAL ASSISTANT—CLINICAL

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4275	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Pending		
This course is designed to prepare students for positions in a doctor's office or medical clinic. The course includes instruments, and equipment used in an office, how to take patient's vital signs, perform lab tests, take chart notes, HIPAA regulations, and assist the physician to care for the patient. First semester is classroom training and second semester is clinical experience in a doctor's office or medical clinic.		
<b>Certification:</b> ROP Certificate of Proficiency When course is combined with Medical Terminology and Medical Office Administration, students will be prepared for the State certification exam in Medical Assisting.		
<b>Prerequisite:</b> Medical Terminology or Instructor Approval		



## MEDICAL OFFICE ADMINISTRATION

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Semester
<b>Internship:</b> Yes	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4274	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Pending

This course prepares students for entry level employment in a medical office in reception, records, billing, finance, appointments and other general office duties. It is an excellent introduction to medical coding and billing for those who intend to continue their education in medical administration. As government and medical insurances implement the new codes and requirements jobs in this field are in high demand.

**Certification:** ROP Certificate of Completion

When course is combined with Medical Assistant-Clinical and Medical Terminology, students will be prepared for the State certification exam in Medical Assisting.

**Semester 2 Recommendation:** Business Finance

## MEDICAL TERMINOLOGY

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4273	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Moorpark College, CSU/UC Transfer

This course will provide an overview of medical terms for healthcare administrative service occupations. Course includes necessary word recognition, word roots, prefixes, and suffixes used in medical language today. Students will learn how to combine words to create meaningful medical conditions as well as comprehend their definition and know the correct abbreviations and spelling and pronunciation. This course will cover medical terms related to all major body systems, including: muscular system, skeletal system, respiratory system, circulatory system, digestive system, reproductive system, and urinary system.

**Certification:** ROP Certificate of Proficiency

When course is combined with Medical Assistant-Clinical and Medical Office Administration, students will be prepared for the State certification exam in Medical Assisting.

**Prerequisite:** None





## Health Care Operations

### DENTAL ASSISTANT

**Grade Level:** 12 only

**Recommended Credits:** 20

**Length:** Year

**Internship:** Yes

**Delivery Model:** Lab

**Location:** CEC Camarillo Airport

**UC a-g:** N/A

**CBEDS Code:** 4249

**H.S. Grad Requirement:** CTE

**Articulated Credit:** N/A

This course is designed to prepare students for employment in a dental office as a dental assistant. Students will learn dental terms, x-ray techniques, instrument identification and preparation, chair-side assisting and preventative dentistry skills. Students will prepare and take the examination for the California Radiation Safety Certification approved by the Dental Board of California. If the student is successful, he/she will be certified by the State of California and will be able to take dental X-Rays when employed in a dental office.

**Certification:** ROP Certificate of Proficiency, Radiation Safety Certification, CPR

**PENDING:** Coronal Polishing—Infection Control—CA Law

**Prerequisite:** Medical Terminology, Intro to Healthcare Careers or Instructor approval

### CERTIFIED NURSE ASSISTANT I & II

**Grade Level:** 11, 12

**Recommended Credits:** 20

**Length:** Year

**Internship:** Yes – Clinical Hours

**Delivery Model:** Lab

**Location:** CEC Camarillo Airport

**UC a-g:** N/A

**CBEDS Code:** 4279

**H.S. Grad Requirement:** CTE

**Articulated Credit:** N/A

Course focuses on patient care skills for the elderly and long-term patients. First semester is classroom and lab training; second semester is clinical experience in a long-term care facility.

This course incorporates the job-specific health careers fundamentals with didactic, laboratory, and clinical competencies. The course prepares students completing course work in the nursing services to assist with direct patient care required as a result of a condition, disease, illness, or injury.

**Certification:** ROP Certificate of Proficiency

Upon successful completion of the full year course (NAI & NAII), student qualifies to take the CA State Certified Nursing Assistant (CNA) competency exam.

**Prerequisite:** Medical Terminology or Instructor Approval

## Hospitality and Tourism



### HOSPITALITY

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4441	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Oxnard College, CSU Transfer

The course will provide an overview of the hospitality industry, its history and interrelationships of hotel, restaurant, travel, leisure industries, and introduce math concept applications in the culinary field. Students will also learn the importance of economic and social influences of leisure. Emphasis is on the attitude required of a person seeking a position in the industry.

**Certification:** ROP Certificate of Proficiency

**Prerequisite:** None



## Game Design and Integration

### GAME DESIGN

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4616; 4617; 4607	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Moorpark College, CSU/UC Transfer		
This course introduces game programming principles, 3d modeling and animation; game art and visual effects; game play and game design; character, level and story design; and the history, culture and genres of video games and animation. Students collaborate on group projects to develop the knowledge and skills necessary to deliver real-world game prototypes from concept to completion. No prior game or graphics programming experience are necessary.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		

### MOBILE APP DEVELOPMENT

<b>Grade Level:</b> 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4617; 4607; 4648	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
This course will introduce Mobile Application (App) Development from idea and inception, through development, and to deployment. Programming languages will be discussed and used, different platforms and their IDE's (Integrated Development Environments) will be discussed. This course primarily will be using the Android SDK with Eclipse, M.I.T.'s App Inventor, Android Studio and a cloud based CMS (content management system) software for App building. This course is project based and as such, each student will build an online portfolio. This course will prepare the student to be ready to enter the job market with a solid understanding of Mobile App Development and the skills required.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		

## Software and Systems Development



### WEB TECHNOLOGIES

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4605	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Ventura College/CSU Transfer

In this course, students will learn the fundamentals of modern web development using HTML5, CSS3 and JavaScript scripting languages to build dynamic, data-driven website applications that work across all computing devices. The course includes information architecture, user interface design, user experience design, color theory, web graphics, hosting, animation, video and sound, and basic interactivity in the design process.

**Certification:** ROP Certificate of Proficiency

**Prerequisite:** None

## Information Support and Services

### CYBERSECURITY

<b>Grade Level:</b> 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 5843	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Moorpark College, CSU Transfer

This course introduces students to the interdisciplinary field of cybersecurity by discussing the evolution of information security into cybersecurity, cybersecurity theory, and the relationship of cybersecurity to nations, businesses, society, and people. Students will be exposed to multiple cybersecurity technologies, processes, and procedures. Students will learn how to analyze the threats, vulnerabilities and risks present in these environments, and develop appropriate strategies to mitigate potential cybersecurity problems.

**Certification:** ROP Certificate of Proficiency

**Prerequisite:** None

## IT ESSENTIALS

<b>Grade Level:</b> 10,11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Online Blended	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 4633	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Moorpark College, CSU Transfer

This course covers the fundamentals of computer hardware and software and advanced concepts such as security, networking, and the responsibilities of an IT professional. Students who complete this course will be able to describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also be able to connect to the Internet and share resources in a networked environment. New topics in this version include mobile devices such as tablets and smartphones and client side virtualization. Expanded topics include the Microsoft Windows 7 operating system, security, networking, and troubleshooting.

Hands-on lab activities are an essential element of the course. The Virtual Laptop and Virtual Desktop are standalone tools designed to supplement classroom learning and provide an interactive "hands-on" experience in learning environments with limited physical equipment.

**Certification:** Cisco Packet Tracer activities are designed for use with Packet Tracer 5.3. The use of Packet Tracer will support alignment with the new CompTIA A+ certification objectives.

**Prerequisite:** None

## Welding



### INTRODUCTION TO WELDING

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>CoUC a-g:</b> N/A	<b>CBEDS Code:</b> 5619	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Ventura College, CSU Recommended		
<p>This course is designed for the student who wants to develop the knowledge and skills essential to obtain an entry-level job in the welding industry. The subject matter of this course includes: welding theory and skill development in gas welding and cutting, arc welding, wire feed welding (MIG), Heli-arc (TIG) and Plasma cutting. These skills are obtained through practical exercises and the design and construction of welded projects. Students also serve an unpaid internship in the welding industry. This course is designed for the student who wants to develop the knowledge and skills essential to obtain an entry-level job in the welding industry.</p>		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		

### ADVANCED WELDING

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5639	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Ventura College, CSU Recommended		
<p>This course provides students with an understanding of manufacturing processes and systems common to careers in welding and related industries. This instructional program prepares individuals to use both gas welding (OAW) and any combination of arc welding processes (SMAW, GMAW, GTAW) to weld metal parts and plan and lay out materials as specified by diagrams, blueprints, or written specifications. Representative topics include the interpretation and layout of welded and assembled-part prints, mechanical bonding, joining, cohesive bonding, adhesive bonding, and mechanical fastening. It prepares individuals to fabricate and assemble a variety of products and includes instruction in layout; the sequence of design; the construction of templates and fixtures; and the positioning, aligning, fitting, and welding of parts. Representative course titles include: welding technology, metal fabrication, welding combination, welding electric, welding gas, etc.</p>		
<b>Certification:</b> OSHA 10; ROP Certificate of Proficiency		
<b>AWS Certified Welding Inspector:</b> Welding Qualification and processes available		
<b>Prerequisite:</b> Intro to Welding		



## Product Design

### TECHNOLOGY AND ART OF ENGINEERING

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 5574	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Moorpark College, CSU transfer		
Students will learn basic skills in Computer Aided Drafting and Computer Aided Manufacturing and use these modeling and programming skills to work in the lab printing 3d parts and machining parts of their own design. Students will learn manual and Computer Aided Manufacturing tool path creation for the purpose of building a fully functional guitar.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		

### ROBOTIC TECHNOLOGIES

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Yes	<b>CBEDS Code:</b> 4647	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
This course introduces students to the working principles and foundational knowledge of robotics. Students learn to control a single robot and multiple robots by graphical user interface, pose teaching, and object-oriented programs. Students write robotics programs to perform various tasks based on the sensory information of the robot. Through hands-on problem-based projects, students develop critical thinking, problem solving, effective communication, and team work skills. Robots are used as platforms to engage students in collaboratively learning science, technology, engineering, and math. This course emphasizes hands-on robotics activities with a concentration on algorithm development for solving problems in math and science.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		



## Graphic Reproduction



### SCREENPRINTING

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5634	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
This course is designed to prepare junior and senior students with the skills needed for entry-level positions within the screen printing industry. Students will develop skills in textile screen-printing, printing terminology, equipment used for the printing process, buying and selling silk-screened products, inks and ink characteristics, multi colored projects, and how to print on textiles and vinyl decals. Students integrate other disciplines, including mathematics, English, science, business, and art.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		



## Legal Practices

### CRIMINAL JUSTICE

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> Yes	<b>CBEDS Code:</b> 5847	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Moorpark College, CSU/UC Transfer

This course provides an introduction to the criminal justice system, focusing on state and federal laws designed to safeguard the public. Also included are analysis of civil rights guarantees, an introduction to the state and federal court system and an overview of the role of law enforcement personnel within the justice system. Students are introduced to the academic, personal, physical and psychological prerequisites for a career in law enforcement and the shared mission of local, state, federal and international safety agencies in safeguarding the public and property.

**Certification:** ROP Certificate of Proficiency

**Prerequisite:** None

### COMMUNITY BASED LEARNING

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4398	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** N/A

This community-based learning (CBL) course introduces student to organizations working with and for disadvantaged and underserved individuals or groups, to meet community-defined needs. Students are introduced to community-based needs assessment research; Grant application writing for a community-based organization; policy analysis work; public hearings preparation; designing educational campaigns; and supporting the creation of materials related to advocacy projects. The course heightens student awareness of the concept of social justice and facilitates students' ability to reflect in deep and constructive ways they can support their community. Service Based Learning Component - students' volunteer in community-based work to heighten their engagement with central academic themes and material in the course .

**Certification:** ROP Certificate of Proficiency

**Prerequisite:** None

## Emergency Response



### EMERGENCY MEDICAL RESPONDER

**Grade Level:** 11, 12

**Recommended Credits:** 10

**Length:** Semester

**Internship:** No

**Delivery Model:** Lab

**Location:** CEC Camarillo Airport

**UC a-g:** Pending

**CBEDS Code:** 5809

**H.S. Grad Requirement:** CTE

**Articulated Credit:** Pending

Students will learn to provide immediate medical attention in a variety of situations, and to assist emergency medical service providers (EMS). Completion of this class will provide a strong background useful in many careers including: fire service, sports medicine, life-guard positions, ski patrol, medical personnel, and in preparation for EMT courses.

**Certification:** ROP Certificate of Proficiency

**Prerequisite:** Medical Terminology, Intro to Emergency Services, or Instructor Approval

### INTRODUCTION TO EMERGENCY SERVICES

**Grade Level:** 9, 10, 11, 12

**Recommended Credits:** 10

**Length:** Semester

**Internship:** Yes

**Delivery Model:** Lab

**Location:** CEC Camarillo Airport

**UC a-g:** Pending

**CBEDS Code:** 5810

**H.S. Grad Requirement:** CTE

**Articulated Credit:** Pending

This course is the introductory course in the Emergency Services Pathway and prepares high school students for work in entry-level positions or to pursue advanced skill training in Emergency Services. Course content includes classroom instruction, hands-on training and community experience. This course is designed to provide students with an understanding of the variety of agencies, employment opportunities and necessary skill in the area of Emergency Services. The emphasis will be in the field of Fire Science and Emergency Medical Response, but includes wild land services, and emergency management.

**Certification:** ROP Certificate of Proficiency

**Prerequisite:** None



## Structural Repair and Refinishing

### AUTO BODY REPAIR

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5664	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Oxnard College, CSU Transfer

This course will prepare students with the skills necessary for entry-level positions within the automotive refinishing industry. Students will learn the tools, materials, and techniques used to repair damaged auto bodies and fenders. The course also includes metal straightening, welding, identification and use of tools.

**Certification: PENDING—** Students may complete all ProLevel 1 requirements and earn I-CAR's Platinum designation.

**Prerequisite:** Introduction to Auto Technology Recommended

### AUTO PAINT AND REFINISHING

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5666	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Oxnard College, CSU Transfer

This course will prepare students with skills necessary for entry-level positions within the automotive refinishing field. The training emphasis is on metal and plastic surface preparation, masking techniques and materials, application, sanding of primer and finish coats, and pre and post painting clean up, and detailing techniques.

**Certification: PENDING—** Students may complete all ProLevel 1 requirements and earn I-CAR's Platinum designation.

**Prerequisite:** Introduction to Auto Technology Recommended

### ADVANCED AUTO PAINT and GRAPHICS

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5666	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Oxnard College, CSU Transfer

This is an introductory course that gives a comprehensive overview of automotive graphics including preparation and layout of pin striping, touchup, candies, pearls & metal flame.

**Certification: PENDING—** Students may complete all ProLevel 1 requirements and earn I-CAR's Platinum designation.

**Prerequisite:** Auto Paint or Auto Body Repair or Instructor Approval

## **INTRODUCTION TO AUTOMOTIVE TECHNOLOGY (Auto Body-Auto Paint-Auto Tech)**

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5652	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Pending		
This course provides the student with pre-apprenticeship skills in engine systems, electrical systems, lubrication service, front and rear suspension, brakes and introduction to trouble shooting fuel systems, electrical systems and suspension. This program will be conducted in an auto facility run as a production shop in conjunction with classroom presentations. All students will have instruction in shop operations and procedures which includes customer service. Students will understand how personal skill development affects their employability and professionalism.		
<b>Certification:</b> ROP Certificate of Proficiency		
<b>Prerequisite:</b> None		

## **AUTOMOTIVE TECHNOLOGY**

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5668	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Oxnard College, Ventura College, CSU Transfer		
This course is a comprehensive overview of basic operation principles and repair procedures. Systems included are ignition, charging, cranking, cooling, fuel, lubrication, brakes, engine operation, basic electricity, and suspension. The student will also learn basic customer service; parts department and/or service advisor skills.		
<b>Certification:</b> PENDING—ASE Student Certification		
<b>Prerequisite:</b> Introduction to Auto Technology Recommended		

## **ADVANCED AUTOMOTIVE TECHNOLOGY**

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> Yes	<b>Delivery Model:</b> Lab	<b>Location:</b> CEC Camarillo Airport
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5669	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Oxnard College, CSU Transfer		
This course provides preparation with the skills required in the diagnosing, servicing and repairing automotive ignition, fuel injection and engine computer management systems. Students practice the skills required for diagnosing, servicing and repairing these systems. The student will use engine computer scan tools and lab scopes for testing purposes.		
<b>Certification:</b> Preparation for the ASE certification test in engine performance		
<b>Prerequisite:</b> Introduction to Auto Technology Recommended		

### AIR ACADEMY: INTRODUCTION to AVIATION

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Locations:</b> CEC Camarillo Airport, CSUCI
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 5656	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Santa Barbara Business College		
<p>This course is designed for students that are interested in entry-level positions in the aviation industry. The instruction includes safety, rules and regulations, airport operations, fixed based operations, airport security, aerodynamics, meteorology, aircraft maintenance, aircraft engines, aircraft structure and mechanics, interpersonal and communication skills, and employability skills. Special emphasis is placed upon preparing students for the Federal Aviation Administration's private pilot ground written exam. The course also addresses California's math and language arts standards.</p> <p>Students develop math skills that prepare them for a technical career and/or postsecondary education.</p>		
<b>Certification:</b> ROP Certificate of Completion		
Prerequisite: None		

### AIR ACADEMY: GROUND SCHOOL CERTIFICATION

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Semester
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Locations:</b> CEC Camarillo Airport
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 5656	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> Santa Barbara Business College		
<p>An aviation ground school course preparing students for the FAA written exam for private pilots. Topics covered include aircraft systems, instruments, and performance; meteorology, navigation, and communications; and emergency procedures, airports and complex aircraft systems. This course does not include flight training, FAA written exam or FAA exam fee. Students must make arrangements to take the exam on their own.</p>		
<b>Certification:</b> Preparation for Ground School Certification		
<b>Semester 2 Recommendation:</b> Introduction to Aviation or Instructor Approval		

## AIR ACADEMY: UNMANNED AERIAL VEHICLES

<b>Grade Level:</b> 11, 12	<b>Recommended Credits:</b> 10	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Locations:</b> CEC Camarillo Airport, CSUCI
<b>UC a-g:</b> Pending	<b>CBEDS Code:</b> 5667	<b>H.S. Grad Requirement:</b> CTE

**Articulated Credit:** Santa Barbara Business College

This course will introduce Small UAV Design and Operations. Students will receive hardware and software instruction, and will conduct a series of labs to build and test a small UAV in flight. This course is part of the new Air Academy at the Camarillo Airport campus that includes aviation ground school and a second year of UAV when students will focus on mission-specific projects.

**Certification:** Preparation for Ground School Certification, Radio OPS License

**Prerequisite:** Introduction to Aviation or Instructor Approval



## Practicum

### ACADEMIC APPLIED PRACTICUM

<b>Grade Level:</b> 9, 10, 11, 12	<b>Recommended Credits:</b> 20	<b>Length:</b> Year
<b>Internship:</b> No	<b>Delivery Model:</b> Lab	<b>Location:</b> Various
<b>UC a-g:</b> N/A	<b>CBEDS Code:</b> 4602	<b>H.S. Grad Requirement:</b> CTE
<b>Articulated Credit:</b> N/A		
<p>Students enrolled in a career education center capstone course may concurrently enroll in a practicum class while completing an internship. The practicum course allows students to increase their time commitment to their internships and earn additional credit towards graduation. During a practicum, students may be assigned to an internship site or they may be given projects by members of industry and/or external clients that are conducted in-class under the supervision of an instructor.</p> <p>Students are evaluated using a worksite assessment as well as an individualized training plan (ITP) that is provided by the teacher.</p> <p><i>Students may earn 5 credits for every 90 additional intern hours completed per semester.</i></p>		
<b>Certifications:</b> N/A		
<b>Prerequisite:</b> None		

# CAREER EDUCATION CENTER

## COURSE CATALOG

### Definition of Terms

**Internship:** Courses that include internships utilize unpaid on-the-job training. During internships, students will spend four to six weeks at a job site, usually in the spring semester. Students report to the job site during the time they would normally be at the Career Education Center. However, if this is not possible other hours may be arranged. For courses that include an internship, internship hours must be completed to achieve an ROP Certificate of Proficiency. Some courses in the health profession require clinical hours to qualify for state certificates, which may have different requirements. These are outlined in the course syllabus.

**Online Blended:** Courses will include both face-to-face and online learning. Face-to-face meetings, called Lab Days, will be held at the Career Education Center (unless otherwise arranged) and will occur once every two weeks. Students will complete a minimum of 8 hours per week of online work and 8 hours of Lab Days per month. Transportation to Lab Days will be provided. Over the course of a 19 week semester, students will complete approximately 210 hours in an online blended course.

**Pending:** Courses are in the process of Articulation and/or have been submitted for UC a-g approval.