Computer Information Systems (CIS)

CIS 002   **Internet Programming HTML/CSS**   **(3)**
> *Class Hours:* 54 Lecture
> *Transfers to:* UC/CSU

Internet Programming HTML/CSS

CIS 002 is an intensive nine week course that helps students develop the skills needed to create and maintain well-organized and well-formed Web pages and sites. Students will learn the history, power and limitations of basic Web page development through the Web's foundation languages, Hypertext Mark-up Language (HTML) and Cascading Style Sheets (CSS) as specified by the official Web standards body. Students learn to build solid Web pages at a RAW level through a series of hands-on exercises. The course is targeted toward Web designers, developers and publications specialists. This course serves as a tutorial for students who have not coded Web pages before and a review for students who have some HTML/CSS coding knowledge and want to build on that knowledge. Upon successful completion of this course, students will have clear understanding and knowledge of Web-standards foundations for coding pages today and into the future.

CIS 002D   **Intro to Prog. Concepts & Meth**   **(3)**
> *Class Hours:* 54 Lecture
> *Transfers to:* UC/CSU

Introduction to Programming Concepts and Methodologies - Java

CIS 002D Introduction to Programming Concepts and Methodologies - JAVA is a nine-week introduction to the fundamental concepts and models of application development including the basic concepts of program design, data structures, programming, problem solving, programming logic, and fundamental design techniques for event-driven programs. CIS 002D introduces students to the Java programming language. Good programming practices will be emphasized, including structures and object-oriented techniques.

CIS 007   **Computer Concepts**   **(3)**
> *Class Hours:* 54 Lecture
> *Transfers to:* UC/CSU
> *C-ID:* BUS140/ITIS120

Computer Concepts

CIS 007 explores information systems and their impact on business. The course delves into topics such as information systems, database management systems, networking, e-commerce, ethics, and security, as well as computer systems hardware and software components. Through engaging hands-on projects, students will apply these concepts and methods to develop computer-based solutions for real-world business challenges.

CIS 008   **Microcomputer Operating Enviro**   **(1)**
> *Class Hours:* 9 Lecture | 27 Laboratory   *P/NP*
> *Transfers to:* CSU

Microcomputer Operating Environment

CIS 008 offers a supportive introduction to the Windows operating system, guiding you through its interface, essential programs, and customization options. Whether you're new to computers or looking to brush up on the basics, this course is designed to meet you where you are. Through hands-on activities, you'll gain the skills to navigate the Windows interface with ease, use common programs, manage files and folders on your computer and external drives, personalize your desktop for a comfortable work environment, create shortcuts for quick access to your favorite programs, and adjust visual and auditory settings for your preferences. This course welcomes students of all backgrounds and experience levels. We'll provide a patient and inclusive learning environment where you can ask questions and develop your competence at your own pace.

CIS 015X   **Occupational Work Experience**   **(1 - 8)**

Class Hours: Work Experience
Transfers to: CSU

Occupational Work Experience

Cooperative Work Experience Education (CWEE) develops skills and knowledge by integrating classroom study with planned, supervised work experience. It is based on the principle that well-educated individuals develop most effectively through an educational plan that incorporates work experience. Through these structured experiences, the students enrich their college studies, which enhance their total development. Occupational Work Experience is supervised employment which is intended to assist students in acquiring desirable work habits, attitudes, and career awareness in the field of the student's major. Students may earn up to 8 units per semester for a maximum of 16 total units. Credits are awarded for paid or voluntary work. For every 75 hours of paid work completed within the semester, 1 unit of credit is awarded. For every 60 hours of volunteer work completed within the semester, 1 unit of credit is awarded. Occupational Work Experience credits are counted as electives toward an Associate's Degree at West Hills College Coalinga and are transferable to four year universities (for specific transfer eligibility, please contact a counselor or an advisor).

CIS 019B   **Database Creation & Management**   **(3)**

Class Hours: 36 Lecture | 54 Laboratory   *P/NP*
Transfers to: CSU

Database Creation & Management

CIS 019B allows you to embark on an exploration of microcomputer databases. Whether you are new to computers or looking to brush up, this course will invite you to engage with the dynamic world of databases. Join us on a learning journey where you'll discover the art of crafting databases, generating insightful reports, and gaining mastery in updating, editing, and structuring forms within the database program.

CIS 020   **Digital Image Prod-Photoshop**   **(3)**

Class Hours: 54 Lecture   *P/NP*
Transfers to: UC/CSU

Digital Image Production - Photoshop ACA

CIS 020 allows you to step into the vibrant world of digital imagery and photography. This course welcomes learners of all skill levels to embark on a creative journey through Adobe Photoshop. From mastering image editing to exploring tools like filters and masks, students will delve into the art of visual storytelling. With an emphasis on creativity and industry standards, CIS 020 offers a supportive environment where students can refine their design skills and prepare for the Adobe Certified Associate Photoshop exam. Join us and unlock your potential in the dynamic realm of digital design!

CIS 021   **Desktop Publishing**   **(3)**

Class Hours: 54 Lecture   *P/NP*
Transfers to: CSU

Desktop Publishing

CIS 021 dives into the exciting world of digital 2D design and typography! Whether you're a beginner or have some experience, this course is designed to equip you with the essential skills needed to create stunning digital layouts. Using Adobe InDesign, we'll explore design principles and techniques while working on a variety of hands-on projects, including postcard mailers, event posters, and business cards. Our focus is not just on mastering technical skills, but also on nurturing your creative vision through real-world simulations. Join us and unleash your creativity in this dynamic and inclusive learning environment!

CIS 022   **Digital Image Prod - Illus**   **(3)**
    Class Hours: *54 Lecture*   *P/NP*
    Transfers to: *UC/CSU*

Digital Image Production - Illustrator ACA

CIS 022 takes you on a creative journey where we explore the fundamentals of digital illustration and vector graphics. This course introduces you to the diverse tools available in Adobe Illustrator, allowing you to master shapes, colors, effects, and typography basics. Through regular critiques, we foster creativity and reinforce design principles, ensuring alignment with industry standards. Whether you're a beginner or an experienced artist, join us to unleash your creativity and elevate your design skills with Adobe Illustrator.

CIS 022A   **Digital Motion Graphics**   **(3)**
    Class Hours: *54 Lecture*   *P/NP*
    Transfers to: *UC/CSU*

Digital Motion Graphics

CIS 022A invites learners of all backgrounds and skill levels to delve into the captivating realm of motion graphics. This course offers a comprehensive exploration of essential principles, from seamlessly integrating 2D graphics and video to perfecting typography and sound synchronization. Students will navigate key concepts such as composition, storyboarding, and project planning, while also honing their abilities in setting keyframes, manipulating motion paths, and applying transformative effects. With hands-on guidance and immersive exercises, participants will acquire the skills needed to bring their creative visions to life, making CIS 022A an engaging and rewarding journey for everyone.

CIS 023   **Digital Video Production**   **(3)**
    Class Hours: *54 Lecture*   *P/NP*
    Transfers to: *UC/CSU*

Digital Video Production

CIS 023 offers an inclusive exploration into the dynamic world of video production, spanning diverse distribution channels from broadcast television to online platforms. Regardless of skill level, students embark on a journey to grasp the essential theory and practice of video production, including non-linear editing techniques. They learn to meticulously plan and integrate various media elements into cohesive narratives, tailored to meet project goals and audience expectations. Hands-on training with cutting-edge equipment and software equips students with the technical prowess needed to capture and assemble compelling visual stories.

CIS 024A   **Game Design Essentials**   **(3)**
    Class Hours: *54 Lecture*   *P/NP*
    Transfers to: *UC/CSU*

Game Design Essentials

CIS 024A welcomes students of all skill levels to embark on a creative journey exploring the Unity game engine. This course serves as a foundational gateway into the world of Unity, offering theoretical insights and hands-on application. Through engaging projects and demos, students will hone their Unity skills, showcasing their proficiency through exportable projects in diverse formats. From level design to basic 3D modeling, lighting techniques, animation, particle effects, and UI creation, students will gain a holistic understanding of Unity as a versatile design tool. Join us to unlock your creative potential and dive into the exciting realm of game development with Unity!

CIS 024B   **Game Art Essentials**   **(3)**
    Class Hours: *54 Lecture*   *P/NP*
    Transfers to: *UC/CSU*

Game Art Essentials

CIS 024B welcomes students of all skill levels to dive into the theory and practice of industry-standard software such as Photoshop, Mudbox, Maya, and Unity. Discover the exciting world of game design as you create a sample prototype project within the Unity Game Engine. From crafting 2D and 3D assets with basic animation using Adobe Photoshop, Autodesk Mudbox, and Autodesk Maya, to seamlessly integrating them into Unity, you'll be equipped to build your own game design portfolio.

CIS 025   Digital Audio Production   (3)

Class Hours: *54 Lecture*   *P/NP*
Transfers to: *UC/CSU*

Digital Audio Production

CIS 025 allows you to embark on a journey into the dynamic world of audio production. This course offers a warm introduction to theory and practical application across diverse media platforms like radio, television, gaming, and more. Discover the core principles of sound design, microphone usage, and digital recording techniques through engaging hands-on activities. By the course's end, you'll have a solid grasp of essential audio concepts, production workflows, and the tools needed to create captivating audio content. Join us and unleash your creativity in the exciting realm of audio production!

CIS 028   Digital Entrepreneurship   (3)

Class Hours: *54 Lecture*   *P/NP*
Transfers to: *CSU*

Digital Entrepreneurship

CIS 028 Digital Entrepreneurship explores creating, marketing, distributing, and profiting in the creative economy. Students learn how entrepreneurs validate concepts through structure experiments, refine their business strategy, and raise the capital necessary to create value and grow their business.

CIS 031A   MS PowerPoint I   (1)

Class Hours: *18 Lecture*
Transfers to: *CSU*
C-ID: *BSOT 114X*

MS PowerPoint I

CIS 031A provides the learner with experience planning, creating, editing, and printing PowerPoint presentations. Included is the opportunity to add and modify both text and graphics; insert and modify information graphics and multimedia; apply, modify, and create master pages; and to apply, modify, and create templates. integration with other Microsoft programs is included. This course is designed for all individuals including professional acquiring or updating basic skills in creating and editing professional presentations. This course prepares for the Microsoft Office User Certification in MS PowerPoint.

CIS 031B   MS PowerPoint II   (1)

Class Hours: *18 Lecture*   *P/NP*
Prerequisite(s): *CIS 031A*
Transfers to: *CSU*
C-ID: *BSOT 124X*

MS PowerPoint II

CIS 031B features PowerPoint as a tool for designing, producing and controlling visual elements to build and deliver effective presentations. Creating templates, publishing, customizing, and protecting presentations as well as inserting audio, video, and animations and integrating with other programs is included. This course focuses on the design and effective delivery methods which are explored through project presentations.

CIS 032A   MS Outlook   (1)

Class Hours: *18 Lecture*   *P/NP*
Advisory(s): *Computer Literacy or equivalent*
Transfers to: *CSU*
C-ID: *BSOT 106X*

MS Outlook

CIS 032A introduces personal management software and the use of Microsoft Outlook functions. Topics include management of email, organization of contacts, creation and scheduling of events using calendar, and creating and managing tasks for personal and business use. Customization of Outlook features is also covered.

CIS 034   **Introduction to Spreadsheets**   **(3)**

    Class Hours: *54 Lecture*   *P/NP*
    Transfers to: *CSU*

Introduction to Spreadsheets

CIS 034 is designed to cater to individuals of all skill levels, from beginners to advanced users, who are eager to enhance their proficiency in Excel. Through engaging lessons, you will discover the command structure and operations of Excel, delve into spreadsheet design and formatting techniques, explore the creation of graphs, and harness the power of database functions.

CIS 035   **Advanced Spreadsheets**   **(3)**

    Class Hours: *54 Lecture | 9 Laboratory*   *P/NP*
    Prerequisite(s): *CIS 034*
    Transfers to: *CSU*

Advanced Spreadsheets

CIS 035 will dive deep into the world of Microsoft Excel as an advanced spreadsheet course! Whether you're an intermediate user looking to sharpen your skills or an advanced Excel aficionado seeking to elevate your expertise, this course is tailored to meet your needs. Explore the advanced features of Excel, including file management, multiple worksheets, data tables, scenario management, and application development with macros using Visual Basic. Come and take your Excel proficiency to new heights with CIS 035!

CIS 049   **Directed Study**   **(1 - 2)**

    Class Hours: *108 Laboratory*
    Transfers to: *CSU*

Directed Study

CIS 049 is designed for students who wish to undertake special projects related to a particular field. Student, under instructor guidance and acknowledgement, may pursue individual exploration after completing or while currently enrolled in at least one course in the department of directed study.