

JOUR 105 Newspaper Production (3)
 3 hours lecture
Prerequisite: JOUR 101
Corequisite: JOUR 110L
Transfer acceptability: CSU
 Journalism for the student who wants practical application in newspaper work. Emphasis is on writing and editing for Palomar College's newspaper, The Telescope.

JOUR 110L Journalism Laboratory (1,2)
 3 or 6 hours laboratory
Note: May be taken 4 times
Transfer acceptability: CSU
 Practice in copywriting, layout, headline writing, and other skills necessary to produce the campus newspaper, The Telescope, or in related journalism projects.

JOUR 120 Magazine Journalism (3)
 3 hours lecture
Recommended Preparation: A minimum grade of 'C' in Journalism 101
Note: May be taken 4 times
Transfer acceptability: CSU
 Study and practical experience in planning content and layout, and editing the college magazine. It provides a format for the application of photojournalism, feature article writing, page design skills, and copy editing.

JOUR 140 Photojournalism (3.5)
 7 hours lecture/laboratory
Prerequisite: PHOT 100 or 110
Note: Cross listed as PHOT 140
Transfer acceptability: CSU
 A study of the history and practice of photojournalism, providing specific application through photographing for The Telescope, Palomar College's newspaper. Student must provide own camera.

JOUR 205 Advanced Newspaper Production (3)
 3 hours lecture
Prerequisite: JOUR 105
Corequisite: JOUR 110L
Transfer acceptability: CSU
 Advanced work in the production of The Telescope. Emphasis is on writing, photography, page layout and graphic design.

JOUR 210 Advanced Newswriting and Reporting (3)
 3 hours lecture
Prerequisite: JOUR 205
Corequisite: JOUR 110L
Transfer acceptability: CSU
 Practical newswriting experience through work on The Telescope staff. All journalistic skills are refined and augmented in this course. Accurate reporting and development of compelling, clear, and concise writing technique are stressed.

JOUR 215 Newspaper Editing (3)
 3 hours lecture
Prerequisite: JOUR 210
Corequisite: JOUR 110L
Transfer acceptability: CSU
 Basic skills involved in editing a newspaper, including news judgment, directing reporting staff, copy editing, headline writing, page layout, selection and placement of photos, and computerized page design. All skills are practiced in actual editorial situations for the Palomar College newspaper, The Telescope.

JOUR 295 Directed Study in Journalism (1,2,3)
 3, 6, or 9 hours laboratory
Prerequisite: Approval of project or research by department chairperson/director
Note: May be taken 4 times
Transfer acceptability: CSU
 Independent study for students who have demonstrated skills and/or proficiencies in Journalism subjects and have the initiative to work independently on proj-

ects or research outside the context of regularly scheduled classes. Students will work under the personal supervision of an instructor.

Judaic Studies (JS)

See Multicultural Studies for additional courses

Contact the Multicultural Studies Department for further information.
 (760) 744-1150, ext. 2206
 Office: ST-28

COURSE OFFERINGS

JS 106 Introduction to Judaism I (3)
 (Formerly JS 100)
 3 hours lecture

Note: Cross listed as RS 106

Transfer acceptability: CSU; UC

The philosophy, religion and ethnic culture of the Jewish people from the Patriarchs and Prophets through the modern branches of Judaism. Topics covered include Torah, Talmud, various commentaries and movements affecting Judaism; ceremonies, artifacts, and language.

JS 107 Introduction to Judaism II – Culture (3)
 (Formerly JS 105)

3 hours lecture

Note: Cross listed as RS 107

Transfer acceptability: CSU; UC

A survey of the cultural and historical roots of the Jewish people from 2000 B.C. to the present; their role in the ancient Near East; relationships in the Western World from the Greco Roman period to the post World War II era; creation and development of the state of Israel; cultural, religious, and political impact on America and the world community.

Legal Studies (LS)

See Paralegal Studies for additional courses

Contact the Business Administration Department for further information.
 (760) 744-1150, ext. 2488
 Office: B-18

For transfer information, consult a Palomar College Counselor.

Associate in Arts Degrees -

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

- Legal Studies

Certificates of Proficiency -

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

- Legal Support Assistant

PROGRAM OF STUDY

Legal Studies

The Legal Studies major leads to an A.A. degree or transfer program, providing students with general knowledge of the philosophy of law, the legal process, legal institutions, and legal reasoning. This is not a paralegal or a para-professional major but will prepare students for careers within the legal profession.

A.A. DEGREE MAJOR

Program Requirements	Units	
LS 105*	Legal Communications and Methods	3
LS/PLS 110	Computer Skills for the Legal Profession	2
LS/PLS 121*	Introduction to Law	3
LS 145*	Legal Ethics	3
LS/PLS 240	Civil Liberties and Procedures	3
LS/PLS 290	Contemporary Legal Issues	3
PHIL 115	Critical Thinking	3
POSC 101	Introduction to Politics/American Political Institutions	3
POSC 102	Introduction to U.S. and California Governments	3

Electives (Select 6 units)		
AJ 100	Introduction to Criminal Justice	3
AJ 104	Criminal Law	3
BUS 115	Business Law	3
BUS 116	Business Law	3
BUS 117	Legal Environment of Business	3
LS/PLS 170	Alternative Dispute Resolution	3
LS/PLS 190	Clinical Studies	3
LS 295	Directed Study in Legal Studies	1,2,3
POSC 110	Introduction to World Politics	3
TOTAL UNITS		31

Legal Studies students may major or minor in *Law and Society* upon transfer to the University of California, San Diego.

Students who wish to double major at UCSD will be afforded maximum flexibility in the selection of elective courses.

*Transfer students to University of California, San Diego extension Paralegal certificate program will receive credit for the asterisked courses.

Legal Studies students should seek early advising for transfer.

PROGRAM OF STUDY

Legal Support Assistant

For students who are interested in working within the legal field. This certificate program prepares the student for entry-level legal work, or enhances the skills of those students already working in law offices, corporations, the courts, or government agencies.

A Certificate of Proficiency will be awarded to students who successfully complete the courses listed below.

CERTIFICATE OF PROFICIENCY

Program Requirements		Units
LS 105	Legal Communications and Methods	3
LS/PLS 110	Computer Skills for the Legal Profession	2
LS/PLS 121	Introduction to Law	3
LS 145	Legal Ethics	3
OIS 115	Filing and Records Management	1
OIS 210	Law Office Procedures I	3
	Demonstrate the ability to type 35 words per minute	0
TOTAL UNITS		15

Recommended Electives: BUS 110, 125; OIS 102

COURSE OFFERINGS

LS 105 Communications and Methods (3)

3 hours lecture

Note: May not be taken for Credit/No Credit grading

Transfer acceptability: CSU

This course is an introduction to legal writing and research. The course begins with an overview of basic writing skills and preparation of legal correspondence. In addition, the course reviews the use of proper legal citations, and the drafting of legal memoranda. Basic research methods are reviewed to introduce the student to legal research and analysis.

LS 110 Computer Skills for the Legal Profession (2)

4 hours lecture/laboratory

Note: Cross listed as PLS 110

Transfer acceptability: CSU

A comprehensive hands-on study of computer software applications in the legal environment to include Word, Excel, Access, PowerPoint, PDF files, scanning, internet literacy and specific legal software.

LS 121 Introduction to Law (3)

3 hours lecture

Note: Cross listed as PLS 121

Transfer acceptability: CSU; UC

An introduction to law and the legal system. Includes an examination of the federal and state court system, criminal law, civil law, administrative law, and procedural law.

LS 145 Legal Ethics (3)

3 hours lecture

Transfer acceptability: CSU

Legal ethics and professional responsibility within the legal profession. Focuses on standards required by the American Bar Association and other professional associations involving legal professionals working in the field of law.

LS 150 Legal Research (2)

2 hours lecture

Recommended preparation: A minimum grade of 'C' in ENG 100

Note: Cross listed as PLS 150

Transfer acceptability: CSU

The fundamental aspects of legal research through an in-depth analysis of case law, statutory law and administrative law on both a Federal and State level. It will further instruct the student on the appropriate use of secondary sources used in legal research.

LS 155 Legal Writing (1)

1 hour lecture

Prerequisite: LS/PLS 150 and ENG 100

Note: Cross listed as PLS 155

Transfer acceptability: CSU

The techniques of legal writing and analysis as applied to the drafting of a legal memorandum, case briefing, and law office correspondence. Using legal research skills developed in PLS 150/LS 150 to formulate written answers, in proper legal format, to legal issues and questions presented.

LS 170 Alternative Dispute Resolution (3)

3 hours lecture

Prerequisite: LS/PLS 121

Note: Cross listed as PLS 170

Transfer acceptability: CSU

Alternative Dispute Resolution (ADR) utilizes various processes to settle disputes without a court adjudication, i.e., an alternative to civil dispute resolution. This course will review minitrial, settlement conference, conciliation, and emphasize negotiation mediation, and arbitration. The role of the paralegal in ADR will be addressed and a review of the essential laws.

LS 190 Clinical Studies (3)

9 hours laboratory

Prerequisite: LS/ PLS 121

Note: Cross listed as PLS 190; may be taken 3 times

Transfer acceptability: CSU

This course provides the student with an opportunity to gain practical work experience within the legal field. The student will complete 120 hours of work at the internship site and attend three seminars during the semester that will focus on transitioning to the work force.

LS 240 Civil Liberties and Procedures (3)

3 hours lecture

Note: Cross listed as PLS 240

Recommended preparation: ENG 50 or eligibility for ENG 100

Transfer acceptability: CSU; UC

The study of the Bill of Rights and Supreme Court decisions focusing on civil rights and liberties. This area of constitutional law exams the relationship between individuals and government. Emphasis is on minority issues such as privacy, personal freedom, political equality, and first amendment jurisprudence.

LS 245 Civil Litigation I (3)
 3 hours lecture
Prerequisite: LS/PLS 121
Note: Cross listed as PLS 245
Transfer acceptability: CSU
 The basic principles of civil procedures as they apply to jurisdiction, venue and pleadings required from both complainant and defense as viewed within the California Court System.

LS 290 Contemporary Legal Issues (3)
 3 hours lecture
Prerequisite: LS 105
Note: Cross listed as PLS 290
Transfer acceptability: CSU
 Contemporary legal issues will be explored by leading experts in the field via TV broadcasts. Seminars will be conducted for the purpose of further developing legal issues and completing a research project. Students will be encouraged to submit research projects to AAFPE for publication in the American Association for Paralegal Education Law Journal. This capstone course focuses on advanced legal writing, analysis, and research.

LS 295 Directed Study in Legal Studies (1,2,3)
 3, 6, or 9 hours of laboratory
Prerequisite: Approval of project or research by department chairperson/director
Transfer acceptability: CSU
 Independent study for students who have demonstrated skills and/or proficiencies in legal Studies subjects and have the initiative to work independently on projects or research outside the context of regularly scheduled classes. Students will work under the personal supervision of an instructor.

Electives Group II (Select 3 units)		
CE 100	Cooperative Education	1,2,3
CE 150	Cooperative Education Internship	2,3
LT 197	Topics in Library Technology	.5-3
TOTAL UNITS		27 – 28

COURSE OFFERINGS

LT 100 Introduction to Libraries and Information Services (3)

3 hours lecture
Transfer acceptability: CSU
 This course is an introduction to the philosophy of library service; history and types of libraries; organization and operation of libraries and history of information. The role of the library/media technician; duties of the library/media technician in public services, reference, and technical services will also be introduced. Topics covered include the basic skills necessary for successful library employment including job search, application procedures, and the relationship of the LMTA to the Librarian, the library staff, and the community served.

LT 110 Library Operational Skills/Technical Services (3)

3 hours lecture
Transfer acceptability: CSU
 This course is an introduction to the principles and practices of technical services including cataloging and acquisitions.

LT 115 Library Operational Skills/Public Services (3)

3 hours lecture
Transfer acceptability: CSU
 This course will prepare the student to provide public service in the circulation area of the library. Students will be introduced to principles and practices of material shelving, interlibrary loan services, circulation of materials, fines, patron records, supervision, handling cash, maintaining statistics, and building security and emergency procedures.

LT 120 Information Sources and Services/Reference (3)

3 hours lecture
Transfer acceptability: CSU
 This course prepares the student to provide assistance in reference services. Students will be introduced to principles and practices of reference interview, reference materials, database searching, online catalogs, World Wide Web searching and evaluation, and bibliographic instruction.

LT 130 Library Media and Technology (3)

3 hours lecture
Transfer acceptability: CSU
 Prepares the student to use instructional media in the classroom and library/media center, with emphasis on the role and utilization of computers and other technology in education. Topics covered include the utilization of videotapes, graphics, and other projected and non-projected media, operation of appropriate equipment, and the production of transparencies, graphics and displays.

LT 140 Library Services for Children and Young Adults (3)

3 hours lecture
Transfer acceptability: CSU
 Practical use of children's and young adults' materials for readers' advisory, research, and reference service in school library/media centers and public library youth services' departments. Current trends, concerns, and methodology for youth programming and literature activities will be covered.

LT 154 Information for Life Long Learning (3)

3 hours lecture
Transfer acceptability: CSU
 This class will prepare students to locate, evaluate, and use information resources through the study of learning styles, goal setting, study skills, health and wellness, and human behavior. Students will work independently and in groups leading to an integrated understanding of themselves and the value of information.

Library Technology (LT)

Contact the Library Technology Department for further information.
 (760) 744-1150, ext. 2666
 Office: LL

Associate in Arts Degrees -

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

Certificates of Achievement -

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

PROGRAM OF STUDY

Library Technology

Provides training for students desiring employment as library technical assistants and retraining for those reentering the labor market.

A.A. DEGREE MAJOR OR CERTIFICATE OF ACHIEVEMENT

Program Requirements		Units
LT 100	Introduction to Libraries/Info Services	3
LT 110	Library Skills/Technical Services	3
LT 115	Library Operational Skills/Public Services	3
LT 120	Info Sources/Services/Reference	3
LT 130	Library Media and Technology	3
LT 140	Library Services Child/Young Adults	3
CSIT 105 or CSIT 120/ R CSIS 120	Computer Concepts and Applications	3
Electives Group I (Select 3 – 4 units)		
BUS 125	Business English	3
BUS 205	Business Writing	3
ENG 100	English Composition	4