



CAPISTRANO-LAGUNA BEACH ROP

SUMMER SCHOOL 2011

High School Classes Begin the Week of June 27

ARTS AND DESIGN

<u>No.</u>	<u>Day</u>	<u>Time</u>	<u>Location/Rm.</u>	<u>Instructor</u>	<u>Credits</u>	<u>Start/End Date</u>
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Computer Graphics

This course will introduce students to Adobe Photoshop and Adobe Illustrator. The tools and techniques presented in this course will benefit anyone wishing to pursue any career that uses computers to work with images.

5551	M-Th	8:00-12:00PM	ROP/3	Carlson	5	June 27-July 28
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Floral Design and Sales I

This course will provide the student with basic floristry skills, aspects of design, color, and care of flowers. Instruction includes all aspects of the full-service retail floral store, as well as many other opportunities within the floral industry.

4791	M-Th	9:00-1:00PM	ROP/6	Picker	5	June 27-July 28
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Digital Video Production

This course will introduce students to the exciting field of digital video production. Students will create individual and group projects utilizing industry standard equipment, terminology and digital video production skills.

9011	M-Th	12:30-4:30PM	ROP/3	Reid	5	June 27-July 28
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HEALTH SCIENCES

<u>No.</u>	<u>Day</u>	<u>Time</u>	<u>Location/Rm.</u>	<u>Instructor</u>	<u>Credits</u>	<u>Start/End Date</u>
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Animal Health Care

Classroom instruction includes: assisting the veterinarian, veterinary reception, animal care, protection and handling, medical and surgical procedures, diseases, lab work, X-Ray, medical terminology, and small animal structure.

0001	M-Th	8:00-12:00PM	ROP/9	Hartman	5	June 27-July 28
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Dental Assistant I

This course provides a foundation of fundamental training in dental terminology, tooth anatomy, dental charting, preventative care, scheduling, insurance procedures and business office day-to-day tasks. Students will learn infection control requirements for the dental office, California dental regulatory requirements and Cal OSHA standards.

0001	M-Th	8:00-12:00PM	ROP/8	Burt	5	June 27-July 28
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Medical Assistant I: Administrative (Prerequisite: Health Careers, Medical/Hospital Careers, or Medical Terminology)

Prepare for employment as a front office medical assistant, insurance clerk or receptionist. Computerized scheduling procedures, patient receptions, telephone techniques, records management, bookkeeping, collections, health insurance billing, and medical terminology are covered.

3721	M-Th	12:30-4:30PM	ROP/4	Sharber	5	June 27-July 28
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Medical Terminology

This course provides an in-depth study of medical vocabulary, by treating medical terminology as its own language. Introductory sessions will focus on word parts and analyzing medical words that make the language come alive. Clinical procedures, lab tests and abbreviations will also be covered.

4751	M-Th	8:00-12:00PM	ROP/10	Sharber	5	June 27-July 28
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PUBLIC SERVICES

<u>No.</u>	<u>Day</u>	<u>Time</u>	<u>Location/Rm.</u>	<u>Instructor</u>	<u>Credits</u>	<u>Start/End Date</u>
Child Care Careers Students will learn about child development, age-appropriate curriculum, and positive approach to discipline for preschool, infant, toddler, and school-aged children. Includes training for employment in child-related occupations through internship in licensed preschools, day care centers, and elementary schools.						
4721	M-Th	1:00-4:00PM	ROP/5	Meyers	10	June 27-July 27
54 Classroom hours + 72 hour internship assignment						

SCIENCE AND APPLIED TECHNOLOGY

<u>No.</u>	<u>Day</u>	<u>Time</u>	<u>Location/Rm.</u>	<u>Instructor</u>	<u>Credits</u>	<u>Start/End Date</u>
Automotive Academy Summer Intern Institute (<i>San Clemente High School students only</i>) This course is designed to give the student on-the-job training in the automotive industry.						
9881	M	9:00AM-12:00PM	SCHS/S11	Dunlap	5	June 27-July 28
+Internship assignment						
Automotive Repair Students will learn how to perform engine diagnosis and tune-up, automatic transmission function and service, front suspension and brake systems, as well as theory.						
8711	M-Th	8:00AM-12:00PM	CVHS/C5	Merwin	5	June 27-July 28
IT Essentials I: PC Hardware and Software This lab-oriented course presents an in-depth exposure to computer hardware and operating systems. Through hands-on activities and labs, students learn how to assemble and configure a computer, install operating systems and software, and troubleshoot hardware and software problems.						
9051	M-Th	12:30-4:30PM	ROP/2	McManus	5	June 27-July 28

TO REGISTER:

Please see the ROP Career Guidance Specialist at your high school.



Fall Semester begins Wednesday, September 7, 2011