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CAREER CENTER **COURSES**

Course Description: The Jobs for Montana's Graduates (JMG) program assists Montana high school students in preparing for life after high school by giving students practical experience with: 21st Century Work/Survival Skills, Entrepreneurship, and Career and Life Exploration. The course is for 11th and 12th grade students who are interested in successfully transitioning from school to work/military or with continuing their education. It also assists struggling students by helping them stay in school and graduate. Ideally, students will come out of the class with some ideas for what they want their life to look like and what career or education they would like to pursue after graduation.

Essential Requirements:

- Employability Skills Curriculum - Career Development, Job Attainment (getting a job), Job Survival (keeping a job), Basic Competencies (including math, reading, writing), Leadership, Self-Development, and Personal Skills.
- Entrepreneurial Skills Curriculum - Youth Entrepreneurs curriculum teaches students about economic thinking and gives basic skills required to pursue business ideas. Students experience a market economy in the classroom while participating in activities that allow students to learn while doing. Curriculum culminates in students participating in a Market Day where students have an opportunity to run their own business.
- Montana Career Association - a motivational student organization which fosters the development of leadership, decision-making, assertiveness skills, provides recognition for achievement, and builds self-esteem.
- Job Development and Placement - Job Shadowing experiences that help build critical work skills for future success.
- Post Graduation follow-up - graduates commit to following-up with the JMG teacher for 9 months post graduation.
- Active and productive partnership between business and education.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit

Course Description: Principles of Biomedical Science (PBS) is a rigorous, fast-paced full-year course intended to provide a basic foundation for students interested in possibly considering pursuing a future medically related and/or healthcare career. This course serves to afford the opportunity to gain knowledge and skills in fields such as biology, anatomy and physiology, genetics, microbiology, and epidemiology as well as engage students in how this content can be applied to real-world situations, cases, and problems. Through both individual and collaborative team activities, projects, and problems, students will take on the role of different biomedical professionals to tackle real-world challenges they commonly face in the field. Students will work with some of the same common tools and equipment used in hospitals and labs as they engage in relevant hands-on work. They will be challenged in various scenarios including applying common forensic science methods to investigate the health history and eventual death of a fictitious person, diagnosing and proposing treatment to patients in a family medical practice, tracking down and containing a medical outbreak at a local hospital, stabilizing a patient during an emergency, and collaborating with others to design solutions to local and global medical problems.

Students should be prepared for frequent homework as well as quizzes, tests, and technical writing assignments.

Because the course curriculum is only available online, it is essential that students have reliable and consistent access to a home computer as well as internet access.

The entirety of this course must be successfully completed in order to take the subsequent courses, "Human Body Systems" followed by "Medical Interventions". It is also a suggested prerequisite for other health science courses offered at the Career Center. This course is aligned with educational standards of the: NGSS, Common Core, and National Consortium for Health Science Education.

Essential Requirements:

- An ability to work well in small groups with peers.
- An ability to work independently and be self-motivated, including appropriate use of time provided in class, as well as managing time and workflow outside of school hours to complete assigned tasks in the time allotted.
- An ability to follow lab safety protocols.
- An ability to perform basic computer skills.

In the event of over enrollment **first criteria** for consideration shall be prior year's daily attendance, followed by performance in prior science, math, and English courses.

ONE – HOUR CLASS**STUDENTS MAY ENROLL IN FALL ONLY****Prerequisite Courses:**

- Successful completion of grade level appropriate science class with a 'C' or better.
- Successful completion of grade-level appropriate math class with a 'C' or better.
- Successful completion of all previous years of English class with a 'C' or better.

Applies toward graduation requirements of: 1 Career Technical Education Credit

- Concurrent enrollment in PBS and HBS is only allowed with the course instructor/administrator approval.
- Attendance is very important to a student's success in this course.
- If the student does not have a computer, the instructor will make arrangements to check out a school computer with completion of a parent permission slip.

Course Description: By exploring science in action, students work through real-world medical cases by researching prevention and treatment options of common systemic diseases, designing and carrying out experiments, investigating structures and functions of the human body, dissecting a number of organs and body parts, and using data acquisition equipment and software to monitor a variety of body functions. Over 40 related healthcare careers are embedded in the activities performed. This course challenges students to think critically through a combination of active learning activities and labs. As a result there is very little time devoted to lecture. Students should expect frequent homework as well as quizzes, tests, and technical writing assignments. It is designed to provide a scientific foundation for the subsequent biomedical science course, "Medical Interventions". Because this course is not textbook based, it is essential that students have reliable and consistent access to a computer and the internet at home.

The six units cover the following specific concepts: **Identify** (anatomical and directional terminology, overview of all body systems, histology, skeletal system, forensic anthropology, DNA/PCR/gel electrophoresis, biometrics); **Communication** (brain, nervous system, action potential, eye anatomy and physiology, hormones and endocrine system); **Power** (enzymes, macromolecules, digestive system, metabolism, respiratory system, urinary system); **Movement** (joint types, ROM, muscle anatomy and physiology, circulatory system, exercise physiology, athletic training); **Protection** (integumentary system, burns, bone injuries, x-rays lymphatic and immune system, blood types, immunology); and, if time permits, **Homeostasis** (review all body systems, health and wellness, and reproductive system).

Essential Requirements:

- An ability to work well in small groups with peers.
- An ability to work independently and be self-motivated, including appropriate use of time provided in class, as well as managing time and workflow outside of school hours to complete assigned tasks in the time allotted.
- An ability to follow lab safety protocols.
- An ability to perform basic computer skills.

In the event of over enrollment, **first criteria** for consideration shall be the grade attained both semesters of PBS (suggested a 'C'; or above both semesters to be successful in this course) as well as excellent attendance in that course and overall school attendance, followed by performance in prior science and math courses.

ONE – HOUR CLASS**STUDENTS MAY ENROLL IN THE FALL ONLY**

Students in this course should be taking or plan to take higher level math and science for four years of high school. Students should be in the top 1/3 of their class. Students should be interested in pursuing a degree in science, math, or technology--i.e., in research, laboratory, or clinical medicine. Other important traits are: self-motivated, strong work ethic, good time management, interest in medicine and enjoyment in finding creative solutions to problems.

Prerequisite Courses:

- Successful completion of PBS with a "C" or better both semesters or instructor/administrator approval.
- Concurrently enrolled in biology or successful completion of biology with a 'C' or better.
- Successful completion of grade-level appropriate math class with a 'C' or better.
- Successful completion of all previous years of English class with a 'C' or better.

Applies toward graduation requirements of: 1 Career Technical Education Credit

- ❖ Concurrent enrollment in PBS and HBS is only allowed with the course instructor/administrator approval OR concurrent enrollment in HBS and MI (if PBS was successfully completed with a 'C' or better both semesters) is only allowed with instructor/administrator approval.
- ❖ Attendance is very important to a student's success in this course.
- ❖ If the student does not have a computer, the instructor will make arrangements to check out a school computer with completion of a parent permission slip.

Course Description: Students investigate a variety of interventions involved in the prevention, diagnosis, and treatment of disease as they follow the lives of a fictitious family. Students explore how to 1) prevent and fight infection; 2) screen and evaluate the code in human DNA; 3) prevent, diagnose, and treat cancer; and 4) prevail when the organs of the body begin to fail. These scenarios expose students to the wide range of interventions related to immunology, surgery, genetics, pharmacology, medical devices, and diagnostics and therapeutics. Class activities are heavily weighted in laboratory medicine techniques. Each family case scenario introduces multiple types of interventions and reinforces concepts learned in the previous two PLTW courses, as well as presenting new content, ranging from simple diagnostic tests to treatment of complex diseases and disorders providing a look at the past, present, and future of biomedical sciences. Lifestyle choices and preventive measures are emphasized throughout the course, as are the important roles scientific thinking and engineering design play in the development of interventions of the future. Students are also engaged in considering and debating the bioethics of applying new scientific knowledge and capabilities and related health policy, such as in genetic engineering.

Students should be taking or plan to take higher level math and science for four years of high school. Students should be in the top 1/3 of their class. Students should be interested in pursuing a degree in science, math, or technology -- i.e., in research, laboratory medicine, or clinical medicine. Other important traits are: self-motivation, strong work ethic, good time management, interest in medicine, and enjoyment in finding creative solutions to problems.

Essential Requirements:

- Demonstrate competent to proficient math skills (including algebra, and graphing and analyzing data), writing, and reading skills.
- Demonstrate an ability to follow written and verbal instructions.
- Demonstrate an ability to work well in small groups with peers.
- Demonstrate an ability to work independently and be self-motivated, including appropriate use of time provided in class, as well as managing time and workflow outside of school hours to complete assigned tasks in the time allotted.
- Demonstrate an ability to follow lab safety protocols.
- Demonstrate an ability to perform basic computer skills.
- **NOTE: Attendance is required and documented.**

Strongly recommend access to internet and computer outside of class.

In the event of over enrollment, **first criteria** for consideration shall be current daily attendance, followed by performance in prior biomedical science courses.

ONE – HOUR CLASS**STUDENTS MAY ENROLL IN THE FALL ONLY****Prerequisite Courses:**

- Successful completion of PBS and HBS with a “C” or better both semesters of both classes or instructor/administrator approval.
- Successful completion of biology.
- Successful completion of grade-level appropriate math class.
- Successful completion of all previous years of English class.

Applies toward graduation requirements of: 1 Career Technical Education credit

- ❖ Concurrent enrollment in HBS and MI (if PBS was successfully completed with a “C” or better both semesters) is only allowed with instructor/administrator approval.
- ❖ Attendance is very important to a student’s success in this course.
- ❖ Strongly recommended that students have a home computer and internet access.
- ❖ If the student does not have a computer, the instructor will make arrangements for student to be successful without having a computer available at home.

**College Basic
Human Biology**

**Credit 1
4 Credits @ City College MSU-B**

11, 12

Course Name

Semester 1 & 2 (Year Long Class)

Grade Level

Course Description: Provides students with a basic understanding of human anatomy and physiology. Concepts of the body plan and homeostasis will be introduced. Students will also learn the basic structure, function, and interaction of the integumentary, skeletal, muscular, nervous, endocrine, blood, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. The lab portion of the course helps students apply the knowledge base of structure and function of the human body organs and systems. This course is a dual credit course and with successful completion, four (4) college credits will be awarded at City College-MSU Billings. This course is the equivalent of BIOH 104 Basic Human Biology (3 credits) and BIOH 105 Basic Human Biology Lab (1 credit) at City College-MSU Billings. As such, students should anticipate and prepare for a rigorous pace of new concepts and medical terminology, with regular assessment processes through both semesters.

Essential Requirements:

- Demonstrate competent to proficient math (including algebra, and graphing and analyzing data), writing, and reading skills.
- Demonstrate an ability to follow written and verbal instructions.
- Demonstrate an ability to work well in small groups with peers.
- Demonstrate an ability to work independently and be self-motivated, including appropriate use of time provided in class, as well as managing time and workflow outside of school hours to complete assigned tasks in the time allotted.
- Demonstrate an ability to follow lab safety protocols.
- Demonstrate an ability to perform basic computer skills.
- **NOTE: Attendance is required and documented.**

In the event of over enrollment **first criteria** for consideration shall be current daily attendance followed by performance in prior science and/or biomedical science courses.

ONE-HOUR CLASS

STUDENTS MAY ENROLL IN THE FALL ONLY

Prerequisite Courses:

- Successful completion of grade-level appropriate Math classes.
- Successful completion of all previous years of English classes.
- Successful completion of prior science classes with grade of 'C' or better.

Applies toward graduation requirement of: 1 Career Technical Education Credit

- ❖ Attendance is very important to a student's success in this course.
- ❖ Strongly recommended that students have a home computer and internet access.

If the student does not have a computer, the instructor will make arrangements for student to be successful without having a computer available at home.

College Medical Terminology	Credit 1/2	11, 12
Course Name	3 Credits @ City College MSU-B	Grade Level
	Semester 1 or 2	

Course Description: This one-semester course introduces the student to the specialized language of the medical profession and builds a background vocabulary in this area using a word-building system which provides a solid foundation for understanding medical terms. Basic word-building concepts are taught with emphasis on spelling, pronunciation, and definitions.

This course is a dual credit course and with successful completion of the semester, 3 college credits will be awarded at City College MSU-Billings. As such, students should anticipate and prepare for a rigorous pace of new word roots and concepts, with regular assessment processes throughout the semester. This course is the equivalent of AHMS 144 Medical Terminology (3 credits) at City College-MSU Billings.

Essential Requirements:

- Demonstrate competent to proficient writing and reading skills.
- Demonstrate an ability to follow written and verbal instructions.
- Demonstrate an ability to work independently and be self-motivated, including appropriate use of time provided in class, as well as managing time and workflow outside of school hours to complete assigned tasks in the time allotted.
- Demonstrate an ability to perform basic computer skills.
- **NOTE: Attendance is required and documented.**

In the event of over-enrollment, first criteria for consideration shall be current daily attendance, followed by performance in prior science and/or biomedical science courses.

ONE HOUR CLASS

Prerequisite Courses:

- Successful completion of all previous years of English classes.
- Successful completion of grade-level appropriate Math classes.
- Successful completion of prior science and language classes with grade of 'C' or better highly recommended.

Applies toward graduation requirement of: 1 Career Technical Education Credit

*Attendance is very important to a student's success in this course.

*Strongly recommended that students have a home computer and internet access.

*If the student does not have a computer, the instructor will make arrangements for student to be successful without having a computer available at home.

Certified Nurse Assistant

Credit 1/2

11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description

Concepts and practices in basic skills for Nursing Assistants. Course includes basic medical terminology, basic human anatomy and physiology, and the aging process. Students will gain understanding and application of the skills required to address the needs of the chronically ill residents. This course will prepare students for state examinations required for a Certified Nursing Assistant Certificate. This course will include both classroom hours and practical application.

Course Topics

- Role and responsibility of the nurse aide in long term care
- Basic rights and needs
- Communication
- Resident's physical environment
- Personal care of the resident
- Resident safety and body mechanics
- Death and dying
- Nutrition and fluid balance
- Prevention and control of infection
- Personality and behavior
- Basic anatomy and physiology
- Meeting the needs of special residents
- Emergency care
- Effects of aging on the human body
- Common disease processes
- Measuring vital signs, intake and output, height and weights

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE HOUR CLASS

*Students will have to provide own transportation for training opportunities and requirements off campus.

Prerequisite Courses:

- Successful completion of Biology 1

Applies toward graduation requirements of: 1 Career Technical Education credit

Anatomy & Physiology Applied Medicine (Med. Careers)	Credit 1	12
Course Name	Semester 1 or 2	Grade Level

Course Description: This course is a combination of the academic study of Human Anatomy and Physiology along with Applied Medicine. The Applied Medicine portion of the class provides student with hands-on experiences in hospital and clinical settings and exposure to over 50 health care professions. The class meets daily at Billings Clinic. This course is a partnership with Billings Clinic, St. Vincent Healthcare, and RiverStone Health. Students must complete an application from their home schools for admittance into this course.

Essential Requirements:

- Strict adherence to HIPPA based confidentiality
- Adherence to hospital professional dress code
- Practice universal precautions
- Attendance to hospital rotations is mandatory
- Student must provide own transportation to hospital orientations and rotations

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

TWO – HOUR BLOCK

1ST OR 2ND SEMESTER – A.M. OR P.M. CLASS

Prerequisite Courses: Completion of 3 science credits. Must provide your own transportation

Applies toward graduation requirements of: Anatomy/Physiology = 0.5 science credit; Applied Medicine = 0.5 practical arts credit

College Emergency
Medical Technician

Credit 1 (.5 each semester)
6 Credits @ City College MSU-B

12

Course Name

Semester 1 & 2 (Full Year Course)

Grade Level

Course Description: This course will prepare students for the state and national examinations required for Emergency Medical Technician certification, and will include both classroom hours and practical application. The course is designed for students desiring to perform emergency medical care. Students will learn to assess the seriousness of a patient's condition and the appropriate emergency medical techniques to stabilize the patient until hospital medical care can be received. The course covers theory and techniques; operational aspects of prehospital care; and the scope, responsibility, and safety of the EMT professional.

Essential Requirements for EMT Certification and College Credit:

- Students must maintain a 75% minimum grade on all tests and quizzes
- Successful completion of the course requires a minimum of 10 hours of patient observation with an approved clinical supervisor
- BLS certification
- Students may not have more than 10 total absences throughout the course of the academic year
- Strict adherence to HIPPA based confidentiality

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

STUDENTS MAY ENROLL IN THE FALL ONLY - SENIORS ONLY

Prerequisite Courses: Successful completion of Biology 1.

Suggested Prerequisites Courses: Principles of Biomedical Sciences, Human Body Systems, Medical Interventions, Medical Careers (Anatomy & Physiology & Applied Medicine) Human Anatomy & Physiology

Applies toward graduation requirements of: 1 Career Technical Education credit

Course Description: Provides students with a basic understanding of the career fields that may interact and contribute to patient care services in the realm of the operating room (OR) and related perioperative services. This course introduces the operating room-based career fields by discussing the history of surgery, and the operating room environment as a microsystem within the context of the larger hospital system and organization. The course considers the special needs of surgical patients and the relevant standards of conduct, communication and teamwork, safety standards, and biomedical science applied in caring for surgical patients. This introduction to the operating room provides an orientation to the various roles and functions within the perioperative areas of preoperative, intraoperative, and postoperative care—including, but not limited to, physicians (surgeon, anesthesiologist), nurses, perfusionists, anesthesia technicians, surgical technologists, physician assistants, and nurse first assistants.

Students should anticipate a rigorous pace of learning new concepts and team functions and interactions that will utilize both classroom and operating room simulation experience for training and assessment of performance progress through both semesters.

Essential Requirements:

- Demonstrate competence or proficiency in math (including algebra, and graphing and analyzing data), writing, and reading skills.
- Demonstrate an ability to follow written and verbal instructions.
- Demonstrate an ability to work well in small groups with peers.
- Demonstrate an ability to work independently and be self-motivated, including appropriate use of time provided in class, as well as managing time and workflow outside of school hours to complete assigned tasks in the time allotted.
- Demonstrate an ability to follow lab and OR safety protocols.
- Demonstrate an ability to perform basic computer skills.
- Successful completion of one or more of the following is recommended as familiarity with anatomy and physiology is helpful for studying surgical care and the surgical specialities.
 - Principles of Biomedical Science
 - Human Body Systems
 - Human Biology
 - Anatomy & Physiology
- **NOTE: Attendance is required and documented.**

In the event of over-enrollment, first criteria for consideration shall be current daily attendance followed by performance in prior science and/or biomedical science courses.

ONE-HOUR CLASS**Prerequisite Courses:**

- Successful completion of grade-level appropriate Math classes.
- Successful completion of all previous years of English classes .
- Successful completion of prior science classes with grade of 'C' or better.

Applies toward graduation requirement of: 1 Career Technical Education Credit

- ❖ Attendance is very important to a student's success in this course.
- ❖ It is strongly recommended that students have a home computer and internet access.
- ❖ If the student does not have a computer, the instructor will make arrangements for student to be successful without having a computer available at home.

First Year

Electronics 1 / Electric 1

(1st Semester - 2 Hour Class)

Electronics 2 / Electric 2

(2nd Semester - 2 Hour Class)

Credit 1 (each semester)

11, 12

Course Name

Semester 1 & 2 (Year Long Class)

Grade Level

Course Description: This program prepares students with core knowledge and experience for a variety of careers related to the electrical and electronics fields. Students will learn through study and hands-on activities the principles and applications of electricity. The theory, design and testing of basic circuits and components is presented in the classroom and applied in the lab setting with 40-60% hands-on activities and labs. Students learn low and high voltage wiring principles and practices. These students have been involved in the wiring of the Career Center house project since 1975 and also installed the data, telephone and cable TV systems in the Billings high schools. Successful completion of the program has helped students to pursue career pathways, such as developing into; electricians, electronic technicians and electrical engineers.

Units of Study:

- Math laws that help to control and analyze electronic circuits
- Electron theory and behavior of electricity
- Circuits design and behavior of components
- Measuring and analyzing circuit behavior
- Direct and alternating currents
- Mathematical calculations of electronics
- Semiconductor applications and operations
- Safe practices, codes, standards and designs in electrical circuitry

Essential Requirements

- Solid understanding of basic algebra

In the event of over enrollment the **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Recommend: Highly recommend completion of Algebra 2 (or current enrollment in Algebra 2).

TWO – HOUR BLOCK / YEAR LONG CLASS

STUDENTS MAY ENROLL IN FALL ONLY

Prerequisite Courses: Students should have had at least a “C” in Algebra 1. Algebra 2 is recommended.

Applies toward graduation requirements of: 1 Career Technical Education credit

Second Year

**Electrical Technician 1/Electronic
Communication 1- 1st Semester**

**Electrical Technician 2/Electronic
Communication 2-2nd Semester**

Credit 1 (each semester)

11, 12

Course Name

Semester 1 & 2 (Full Year Course)

Grade Level

Course Description: This is a continuation of the first-year program. Students will expand their studies into advanced electronics and electrical applications. Industry standard training systems will be used for advanced circuit analysis with emphasis placed upon AC systems, semiconductors, digital circuits, and advanced analysis techniques. Students will also pursue study of their own personal interest in electronics as approved by the instructor.

Units of Study:

- Advanced circuit analysis and design
- Circuit design and fabrication
- Semiconductor applications
- Pre-engineering electronics practices

Essential Requirements

- Completion of the first-year program with a "B" minimum grade
- Solid understanding of basic algebra

In the event of over enrollment the **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Recommended: Algebra 2

TWO – HOUR BLOCK / YEAR LONG CLASS
STUDENTS MAY ENROLL IN FALL ONLY

Prerequisite Courses: Students must have completed the first year program (semesters 1& 2) with at least a "B" and be accepted into the program by the instructor/administrator.

Applies toward graduation requirements of: 1 Career Technical Education credit

Urban Agriculture

Credit 1 (each semester)

11, 12

Course Name

Semester 1 and/or 2

Grade Level

Course Description: This course is designed for the student that has a genuine interest in the “Green Industry” with an emphasis on plants and environmental factors that affect them. Learning will take place through a combination of indoor/outdoor laboratory activities. Many of the subjects include contextual experiences. Class projects may include designing and constructing a hydroponic garden, growing plants in the school greenhouse, design and install a landscape and sprinkler system in the “Spring Sem.” Holiday crafts for seasonal occasions including flower arrangements and centerpieces in the “Fall Sem.” Students study the relationships between plants, insects, and mammals. Other subjects that will be covered but not limited to; Careers in Horticulture, Plant identification, Lawn and grounds maintenance, Xeriscaping, Hydroponics and Aquaculture. Growing vegetables in the school’s greenhouses and gardens. In addition, students may be asked to participate in community and school projects.

Essential Requirements:

- Design and build a landscape and irrigation system (Spring Semester)
- Demonstrate floral and craft design
- Demonstrate plant identification
- Have knowledge of landscape, grounds maintenance, and pruning
- Identify pest and weed control techniques
- Demonstrate knowledge of environmentally safe practices
- Basic understanding of Hydroponics and Aquaculture

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

TWO – HOUR BLOCK

Prerequisite Courses: None

Note: Enrollment priority will be given to students who have successfully completed; Horticulture, AFNR, Principles of Plant Science or Animal Science.

Applies toward graduation requirements of: 1 Career Technical Education credit

Introduction to Agriculture, Food, & Natural Resources (AFNR)

Credit 1

9,10, 11, 12

Course Name

Semester 1 & 2 (Year Long Class)

Grade Level

Course Description: *Introduction to Agriculture, Food, and Natural Resources (AFNR)* introduces students to agricultural opportunities and the pathways of study in agriculture. Science, mathematics, reading, and writing components are woven in the context of agriculture and students will use the introductory skills and knowledge developed in this course throughout the CASE curriculum. Throughout the course are activities to develop and improve employability skills of students through practical applications. Students explore career and post-secondary opportunities in each area of the course.

Students participating in the *Introduction to Agriculture, Food, and Natural Resources* course experience hands-on activities, projects, and problems. Student experiences involve the study of communication, the science of agriculture, plants, animals, natural resources, and agricultural mechanics. While surveying the opportunities available in agriculture and natural resources, students learn to solve problems, conduct research, analyze data, work in teams, and take responsibility for their work, actions, and learning. For example, students work in groups to determine the efficiency and environmental impacts of fuel sources in a practical learning exercise.

The *Introduction to Agriculture, food, and Natural Resources* course serves as the introductory course within the CASE Program of Study. The course is structured to enable all students to experience an overview of the fields of agricultural science and natural resources so that students may continue through a sequence of courses through high school. The knowledge and skills students develop will be used in future courses within the CASE program.

In addition, students will understand specific connections between their lessons and Supervised Agricultural Experience and FFA components that are important for the development of an informed agricultural education student. Students investigate, experiment, and learn about documenting a project, solving problems, and communicating their solutions to their peers and members of the professional community.

Essential Requirements: The introduction to Agriculture, Food, and Natural Resources course includes:

- Agricultural Education - Agriculture, FFA, and SAE
- Communication Methods
- Science Processes
- Natural Resources
- Plants and Animals
- Agricultural Power and Technology

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE HOUR CLASS:

STUDENT MAY ENROLL IN FALL ONLY

Prerequisite Courses: None

Recommended:

- Successful completion of grade level appropriate science class
- Successful completion of grade-level appropriate math class
- Successful completion of all previous years of English class

***Applies toward graduation requirements of:** 1 Career Technical Education credit

Course Description: Principles of Plant Science is a foundation-level course teaching students the form and function of plant systems. Student experiences include the study of plant anatomy and physiology, classification, and the fundamentals of production and harvesting.

Students learn how to apply scientific knowledge and skills to use plants effectively for agricultural and horticultural production. Students discover the value of plant production and its impact on the individual, the local, and the global economy.

Students will work on major projects and problems similar to those that plant science specialists, such as horticulturalists, agronomists, greenhouse and nursery managers, and plant research specialists, face in their respective careers. Students will understand specific connections between the course's lesson and Supervised Agricultural Experience and FFA components of agricultural education programs. Students will improve investigative, experimental and communication skills.

In addition, students will understand specific connections between plant science lessons and Supervised Agricultural Experience and FFA components that are important for the development of an informed agricultural education student. Students will investigate, experiment, and learn about documenting a project, solving problems, and communicating their solutions to their peers and members of the professional community.

Essential Requirements: Principles of Plant Science

- Soils
- Anatomy and Physiology
- Taxonomy
- Growing Environment
- Reproduction
- Pest and Disease Management
- Crop Production and Marketing

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE HOUR CLASS:

STUDENT MAY ENROLL IN FALL ONLY

Prerequisite Courses: 10th graders must have successful completion of Intro to Ag, Food and Natural Resources (AFNR), with passing grades and earning credit both semesters or instructor/administrator approval. No prerequisite courses required for 11th or 12th grade students.

Note: Enrollment priority will be given to students who have successfully completed; Horticulture, AFNR, Principles of Plant Science or Animal Science.

Recommended:

- Successful completion of grade-level appropriate science class.
- Successful completion of grade-level appropriate math class.
- Successful completion of all previous years of English class.

***Applies toward graduation requirements of:** 1 Career Technical Education credit

Course Description: Principles of Animal Science is a foundation-level course engaging students in hands-on laboratories and activities to explore the world of animal agriculture. During the course, students develop a comprehensive Producer's Management Guide for an animal of their choice. Student experiences involve the study of animal anatomy, physiology, behavior, nutrition, reproduction, health, selection, and marketing. Throughout the course, students consider perceptions and preferences of individuals within local, regional, and world markets.

Students investigate, experiment, and learn about documenting a project, solving problems, and communicating their solutions to their peers and members of the professional community. Students will explore hands-on projects and activities to learn the characteristics of animal science and work on major projects and problems similar to those that animal science specialists, such as veterinarians, zoologists, livestock producers, and industry personnel, face in their respective careers.

In addition, students will understand specific connections between animal science lessons and Supervised Agricultural Experience and FFA components that are important for the development of an informed agricultural education student. Students will investigate, experiment, and learn about documenting a project, solving problems, and communicating their solutions to their peers and members of the professional community.

Essential Requirements: Principles of Animal Science

- **History and Use of Animals**
- **Animal Handling and Safety**
- **Cells and Tissues**
- **Animal Nutrition**
- **Animal Reproduction**
- **Genetics**
- **Animal Health**
- **Animal Products, Selection, and Marketing**

In the event of over enrollment first criteria for consideration shall be current daily attendance. Attendance is required and documented.

ONE HOUR CLASS:

STUDENT MAY ENROLL IN FALL ONLY

Prerequisite Courses: 10th graders must have successful completion of Intro to Ag, Food and Natural Resources (AFNR), with passing grades and earning credit both semesters or instructor/administrator approval. No prerequisites for 11th or 12th grade students.

Note: Enrollment priority will be given to students who have successfully completed; Horticulture, AFNR, Principles of Plant Science or Animal Science.

Recommended:

- Successful completion of grade-level appropriate science class.
- Successful completion of grade-level appropriate math class.
- Successful completion of all previous years of English class.

***Applies toward graduation requirements of:** 1 Career Technical Education credit

Web Page 1	Credits 1/2	11, 12
Course Name	Semester 1 or 2	Grade Level

Course Description: Web Page 1 will provide students with the necessary skills to design, create, and maintain functional web pages. The class will cover HTML 5 (Hyper Text Markup Language), CSS3 (Cascading Style Sheets), Adobe Dreamweaver, Adobe Photoshop, and the basic principles of Graphic Design. The class will focus on fundamental methods, standards, and techniques for creating and maintaining basic web pages using HTML5 and CSS3.

Other key elements to be taught:

- Use and function of the internet
- Website evaluation based on design and function
- Website structure and effective navigation
- All aspects of design and function are compared to industry standards

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit

Web Page 2	Credits 1/2	11, 12
Course Name	Semester 1 or 2	Grade Level

Course Description: This course further explores and develops skills in web design and development. This course will focus on working with clients, as each eligible student will work with a client and a real world job environment. An emphasis will be placed on the “full package” design and build from domain name to the final upload. Students will work together for art direction and evaluation to create a quality of design that mirrors the industry.

Other key elements to be taught:

- Skills, such as interview and responding to feedback
- Web design geared towards the client
- Re-design and modification based on client specifications
- Design solutions including web site, domain names, hosting and email

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

Prerequisite Courses: Requires a grade of “C” or higher in Web Page 1 or administrative approval

Applies toward graduation requirements of: 1 Career Technical Education credit

**College Introduction to Web
Design and Programming**

**Credits 1/2
3 Credits @ City College-MSU-B**

11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: College Introduction to Web Design and Programming will provide students with the necessary skills to design, create, and maintain functional web pages. The class will cover HTML 5 (Hyper Text Markup Language), CSS3 (Cascading Style Sheets), Adobe Dreamweaver, Adobe Photoshop and the basic principles of Graphic Design. The class will focus on fundamental methods, standards, and techniques for creating and maintaining basic web pages using HTML5 and CSS3.

Other key elements to be taught:

- Use and function of the internet
- Website evaluation based on design and function
- Website structure and effective navigation
- All aspects of design and function are compared to industry standards

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit

Animation Lab 1	Credits 1/2	11, 12
Course Name	Semester 1 or 2	Grade Level

Course Description: This exciting course introduces students to the world of animation, moving from traditional methods and terminology (including anatomy, basic perspective and flipbooks) to cutting edge techniques using Abode Animate software to create and animate 2 dimensional computer based graphics. There is a strong emphasis placed on drawing, both character and environment.

Other Key Elements:

- Flash animation designed and developed specifically for the web
- Use of emerging technology
- Creation of storyboards and outlines
- Creative thinking with technology

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

✓ **Students are assessed a lab fee for materials which must be paid before the third week of class.**

Prerequisite Courses: Recommend: Art 1 and basic drawing skills (which should include knowledge of anatomy and perspective)

Applies toward graduation requirements of: 1 Career Technical Education credit or 1 Visual/Performing Arts

Animation Lab II	Credits 1/2	11, 12
Course Name	Semester 1 or 2	Grade Level

Course Description: This course builds on previously learned animation techniques and allows students to take their creativity to the next level in multiple animations. Additionally, students will continue to work on their ability to draw convincing poses, expressions, character designs, thumbnails, and storyboards.

Other Key Elements:

- Advanced techniques in Flash, After Effects, and 3D programs
- Use of emerging technology

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

✓ **Students are assessed a lab fee for materials which must be paid before the third week of class.**

ONE-HOUR CLASS

Prerequisite Courses: Requires a grade of “C” or higher in Animation Lab 1

Applies toward graduation requirements of: 1 Career Technical Education credit or 1 Visual/Performing Arts

**Graphics
Print Photo**

Credits 1

11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: This course introduces and explores the Graphic Art of Photography. It will also provide students with an introduction to visual concepts, basic image capture, and camera functions using digital cameras. Students will learn to shoot, develop, crop, and mount their photographs as well as specific professional camera and editing techniques. Students will also have the opportunity to begin exploring the cutting edge field of digital photography, using the latest Adobe software available in the industry. This course consists of lecture, textbook assignments as well as darkroom and studio projects. Field trips to local businesses and location shots enhance the hands on learning experience.

Essential Requirements:

Students will demonstrate the following:

- Pinhole camera construction and usage
- Basic understanding and use of software basics for photographic imaging and digital printing
- Dry mounting and presentation techniques
- Basic camera functions in DSLR

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Students must have a 'C' or better to move into Digital Photo. Students are assessed a lab fee for materials which must be paid before the third week of class.

TWO – HOUR BLOCK:

Offered a.m. and p.m.

Preferred: Art 1 or an Art Portfolio

Applies toward graduation requirements of: 1 Career Technical Education credit or 1 Visual/Performing Arts

Design Advertising**Design Layout****Credits 1****11, 12****Course Name****Semester 1 or 2****Grade Level**

Course Description: This challenging, hands-on course explores the art-related field of Graphic Design, and includes illustration, advertising design & layout; computer assisted design, and design theory. During the semester, students are exposed both to traditional and cutting edge techniques and procedures, and have the opportunity to learn and create in a productive, supportive environment. Additionally, Design students will hear from a variety of professionals working in all aspects of the industry, and will spend time exploring the wide array of graphics related careers available today. Students successfully completing class will be able to step into and perform capably in a number of entry-level jobs in the graphic design industry.

Essential Requirements:

Students successfully completing this class will:

- Demonstrate a solid understanding of both the theory and application of the principles and elements of design.
- Demonstrate basic knowledge of typography and composition.
- Demonstrate basic art techniques.
- Demonstrate basic knowledge regarding the history of Graphic Design, including knowledge of a variety of well-known designers and artists.
- Demonstrate introductory knowledge of Adobe Illustrator, the industry's leading design software.

In the event of over **enrollment** **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Students must have a "C" or better to move into Digital Illustration or Graphics/Print Photo from Design Advertising/Design Layout or Instructor/Administrator approval. Students are assessed a lab fee for materials which must be paid before the third week of class.

TWO – HOUR BLOCK:**Offered a.m. and p.m.****Prerequisite:** 1 credit of Art (2 art classes) preferred**Applies toward graduation requirements of:** 1 Career Technical Education credit or 1 Visual/Performing Arts

Digital Photo

Credits 1/2

11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: This course encourages students to further develop the graphic communication and design skills learned in previous classes, and involves practical lessons dealing with image manipulation. In addition, students will be introduced to Cinema using DSLR's. Students will enhance their skills in photography, composition, layout & design, and through the use of Adobe Software's industry standard Creative Suite. In this class, there is major emphasis on not only learning how to use Adobe Photoshop, but also on how to apply that knowledge in building a professional quality portfolio. Occasionally, community design/graphics projects are brought in and completed in-house by the class members.

Students successfully completing this class will be able to step into and perform capably in a number of above entry-level jobs in the Graphic Arts industry.

Essential Requirements:

- Students successfully completing this class will:
- Capably demonstrate knowledge and application of all aspects of Adobe Photoshop/Lightroom through class lessons and self-directed work
- Capably demonstrate Photoshop skills through a variety of relevant assignments, including business card and cd cover design, photo retouching, and photo manipulation
- Basics of Cinematography

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

- **It is recommended students who successfully complete this class continue in Design and Layout.**
- **Students are assessed a lab fee for materials, which must be paid before the third week of class.**

ONE – HOUR CLASS

Offered a.m. fall semester and p.m. spring semester

Recommended background: First-year graphics or several art classes

Prerequisite: Students must earn a "C" or better in Graphics/Print Photo

Applies toward graduation requirements of: 1 Career Technical Education credit or 1 Visual/Performing Arts

Digital Illustration

Credits 1/2

11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: This course encourages students to further develop the graphic communication and design skills learned in previous classes. Students will enhance their skills in composition, layout and design through the use of Adobe Software's industry standard Creative Suite. In this class, there is major emphasis on not only learning *how* to use Adobe Illustrator, but also how to apply that knowledge in building a professional quality portfolio. Occasionally, community design/graphics projects are brought in and completed in-house by class members. Students successfully completing class will be able to step into and perform capably in a number of entry-level jobs in the graphic design industry.

Essential Requirements:

Students successfully completing this class will:

- Demonstrate a solid understanding of both the theory and application of the principles and elements of design.
- Demonstrate basic knowledge of typography and composition.
- Demonstrate basic art techniques.
- Demonstrate basic knowledge regarding the history of Digital Design, including knowledge of a variety of well-known designers and artists.
- Demonstrate knowledge of Adobe Illustrator, the industry's leading design software, including: tool usage, and intermediate skill.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

- **It is recommended that students who successfully complete this class and have also completed Graphics/Print Photo continue with Digital Photo.**
- **Students are assessed a lab fee for materials, which must be paid before the third week of class.**

ONE – HOUR CLASS

Offered p.m. Fall Semester, and a.m. Spring Semester

Prerequisite: Students must earn a "C" or better in Design Advertising/Design Layout

Applies toward graduation requirements of: 1 Career Technical Education credit or 1 Visual/Performing Arts

Exploring Visual Media

Credit 1/2

10, 11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: Exploring Visual Media opens the pathway to an exciting world of graphics-related technology and career options.

Interested students will engage in an intensive, semester long tour through the fields of visually-related media.

Additionally, students taking **Exploring Visual Media** will have the opportunity to learn about visually related career options in a variety of ways, including field trips, guest speakers, video presentations, and traditional, pen/paper based research.

Students leaving the class will be well-equipped to continue their exploration in any of the Career Center's other graphics based offerings.

Essential Requirements:

- Students will explore the following graphics-linked disciplines:
 - Graphic Design: Students will learn the basics of graphic design, including composition, color theory, typography and the principles of design. Students will create a variety of work based upon the information they learn.
 - Photography: Students will learn the principles of photography and will learn how to build their very own working pinhole cameras. They will develop their own film and print their own pictures before moving on to cutting-edge, digitally based photography.
 - Animation: Students will explore the history of animation, as well as the principles behind it. They will create their own paper-based animations and be briefly introduced to the Adobe's "Animate" software.
 - Web Design: During this brief introduction to the world of web design, students will learn about the principles necessary to designing an effective webpage, and will take a look at "coding" the most effective way of creating web-based content.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE - HOUR CLASS

Students are assessed a lab fee for materials which must be paid before the third week of class.

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit or 1 Visual/Performing Art

AP English Language & Composition	Credit 1	11
Course Name	Semester 1 & 2	Grade Level

Per the *AP English Language and Composition Course Overview*, “The course cultivates reading and writing skills that students need for college success and for intellectually responsible civic engagement. The course guides students in becoming curious, critical, and responsive readers of diverse texts, becoming flexible, reflective writers of texts addressed to diverse audiences for diverse purposes...The reading and writing students do in the course deepen and expand their understanding of various formal and informal genres. Reading and writing activities in the course also deepen students’ knowledge and control of formal conventions of written language.”

This course focuses on rhetorical analysis and argument and is structured around the global idea of Ethics and Morality. Aside from the assigned summer reading of F. Scott Fitzgerald’s novel *The Great Gatsby*, the texts chosen for the course will be predominantly nonfiction. The reading selections will teach students to think and read critically and will also serve as models of academic and professional writing.

Prerequisite Courses: None

Applies toward graduation requirements of: 4 English credits

Course Description: Advanced Placement Macroeconomics is an introductory college-level course that focuses on the principles that apply to an economic system as a whole. The course will place particular emphasis on the study of national income, price determination, as well as supply and demand curve analysis. Additional subjects of study will include economic indices; financial intermediation and markets; stabilization policies; economic growth; and international trade. The U.S. Federal Reserve System and comparative economic theories will also be examined in detail. Students will utilize graphs, charts, and data to analyze, describe, and explain economic concepts. Advanced Placement Macroeconomics is a one semester course.

Prerequisite Courses: There are no specific prerequisite courses that are required for enrollment in AP Macroeconomics. Nonetheless, students enrolling in this course should be prepared for challenging readings, assignments, and exams.

Applies toward graduation requirements of: $\frac{1}{2}$ Social Studies credit

College Algebra (Math 121)	Credits 1/2	11, 12
Course Name	Semester 1	Grade Level

Course Description: College Algebra is a rigorous course that analyzes and interprets the behavior and nature of functions including linear, quadratic, polynomial, rational, exponential, logarithmic, power, absolute value, and piecewise-defined functions. Additional topics include systems of equations, matrices, and making decisions using probability. This course qualifies for Dual Enrollment Credit through Montana State University-Billings. Students must pass entrance requirements and pay course fees for MATH 121.

Prerequisite: Algebra 2 and qualifying test score of a 22+ on the ACT Math Test or the Accuplacer Exam.

Applies toward graduation requirements of: 2 Math credits

College	Credits 1/2	
Technical Math	3 Credits @ City College-MSU-B	11, 12
Course Name	Semester 1 or 2	Grade Level

Course Description: Applies math to problems drawn from diverse occupational fields. In addition to a review of operations on rational numbers, the topics of measurement, percent, proportion and variation, applications of algebra to the extent of solving quadratic equations, and applications of plane and solid figure geometry are developed for use in a trade or industrial setting. Course may serve as a prerequisite to M 114, but does not satisfy the prerequisite of any other math courses. Credits apply to graduation but do not fulfill General Education requirements. City College-MSU-B credit (3 credits) may be awarded with proficiency and a passing grade in the course or the student may have to demonstrate proficiency in the course and pass a written comprehensive exam. Please contact the Career Center Counselor for a clarification of the information.

In the event of over enrollment **first criteria** for considerations shall be current daily attendance. Attendance is required and documented.

Prerequisite Course: Completion of Geometry/Acceptable score on the Accuplacer Exam and/or ACT/SAT Exams.

Applies toward graduation requirements of: 2 Mathematics credits or 7 Elective Credits

College Extended
Technical Math

Credits 1/2
3 Credits @ City College-MSU-B

11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: This course applies math to problems drawn from diverse occupational fields. The course provides for the study of measurement, algebra, geometry, and trigonometry as needed to solve mathematical applications in a trade or technical work environment. Technical Math is a course designed for students who are considering going into a vocational or technical career. This class is a mixture of math skills from a variety of mathematical principles that focus strongly on the application of these skills to solve problems drawn from diverse occupational fields. The majority of the class time will be spent on integrating a variety of technical terms and tools to solve mathematically related problems that are common to real life workplace situations. An example of what a problem in this course may look like is: Find how many horsepower a motor would receive if it is 80% efficient with a 6.20 horsepower output.

City College-MSU-B credit (3 credits) may be awarded with proficiency and a passing grade in the course or the student may have to demonstrate proficiency in the course and pass a written comprehensive exam. Please contact the Career Center Counselor for a clarification of the information. M114 Extended Technical Math is a 3 credit class that is required for many City College MSU-B Associate of Applied Science degrees.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Prerequisite Course: Completion of Geometry/Acceptable score on the Accuplacer Exam and/or ACT/SAT Exams.

Applies toward graduation requirements of: 2 Mathematics credits or 7 Elective credits.

College Introduction to Statistics

Credit 1/2

11, 12

Course Name

Semester 2

Grade Level

Course Description: College Introduction to Statistics covers descriptive techniques, probability distributions, and statistical inference of one and two sample tests and associated confidence intervals for means and proportions and linear regression. Introduces statistical analysis using technology. This course qualifies for Dual Enrollment Credit through Montana State University-Billings. Students must pass entrance requirements and pay course fees for STAT 216, Introduction to Statistics, 4 University Credits.

Prerequisite Course: Algebra 2 and qualifying test score on the ACT Math Test or on the Accuplacer Exam.

Applies toward graduation requirements of: 2 Math credits or 7 Elective credits

English 4 Tech Writing	Credits 1 3 Credits @ City College-MSU-B	12
Course Name	Semester 1 & 2	Grade Level

Course Description: This course covers the Billings Public Schools English 4 curriculum/essential requirements and introduces the student to the creation and evaluation of several kinds of written and oral technical communication. It is a dual enrollment course worth three credits and is the equivalent to WRIT 121 offered at City College at MSU-Billings.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Prerequisite Course: Successful Completion of English 3
Qualifying score on either the Accuplacer or the ACT

Applies toward graduation requirements of: 4 English credits

College Writing/English 4	Credit 1 3 Credits@City College/MSU-B and MSU-B	12
Course Name	Semester 1 & 2	Grade Level

Course Description: This course covers the Billings Public Schools English 4 curriculum and integrates and provides instruction in writing competencies expected of college students. It pays special attention to writing as a problem-solving process, patterns of organization in personal and informative writing, and logical thinking and style in argumentative/persuasive writing. Students are immersed in the writer's workshop classroom model through writing and responding to writing (their own and from other authors) on a daily basis. It is the equivalent to Writing 101 which is offered at City College at MSU-Billings and MSU-Billings. This is a concurrent enrollment course and students will be required to test into it in order to receive college credit. Other requirements may apply. Please contact your counselor for additional information.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

City College/MSU Billings and MSU Billings: 3 credits in WRIT 101 will be issued to students who pass the College Writing/English 4 class and complete all WRIT 101 competencies.

Prerequisite Course: Successful completion of English 3
Qualifying score on either the Accuplacer or the ACT

Applies toward graduation requirements of: 4 English credits

College American History 1	Credits 1/2 3 Credits @ MSU-Billings	11
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Course Name	Semester 1	Grade Level
	*To be taken with College American History 2 2nd Semester (Full Year Course)	

Course Description: Surveys American history from the establishment of the colonies to the end of the Reconstruction period after the Civil War. Includes such topics as the English political and cultural heritage, independence, creation of the Constitution, early national period, increasing democracy, economic problems, manifest destiny, slavery, sectionalism, disunion, war, and reunion

This course is the equivalent of HSTA 101 American History 1 (3 credits) at Montana State University-Billings.

Prerequisite Courses: None

Applies toward graduation requirements of: 1 United States History credit

College American History 2	Credits 1/2 3 Credits @ MSU-Billings	11
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Course Name	Semester 2	Grade Level
	*To be taken with College American History 1 1st Semester (Full Year Course)	

Course Description: Surveys the political, economic, and social development of the U.S. since Reconstruction. Deals with industrialization and the agrarian reaction, Progressive Era, U.S. reaction to World War I, 1920's, Depression and the New Deal, background to involvement in World War II, Cold War Leadership, (including Korea and Vietnam), and the domestic changes since World War II.

This course is the equivalent of HSTA 102 American History 2 (3 credits) at Montana State University-Billings.

Prerequisite Courses: None

Applies toward graduation requirements of: 1 United States History credit

College American Government	Credits 1/2	12
	3 Credits @ MSU-B	
Course Name	Semester 1 or 2	Grade Level

Course Description: Covers the American Political System relative to central government and institutions. Attention is given to concepts, organizations and functions with emphasis on the political, governmental and democratic processes and problems, including the role of individual and group relationships. Provides a perspective and background for further study in Political Science. Please see individual school's syllabus for additional topics. Students must meet entrance requirements and pay course fees.

City College/MSU-Billings: 3 credits in PSCI 210 Introduction to American Government will be issued to students who pass all competencies.

Prerequisite Course: Qualifying score on the ACT or on the Accuplacer Exam.

Applies toward graduation requirement of: ½ United States Government

College Intro to Public Speaking	Credits 1/2	11, 12
	3 Credits @ MSU-Billings	
Course Name	Semester 1 or 2	Grade Level

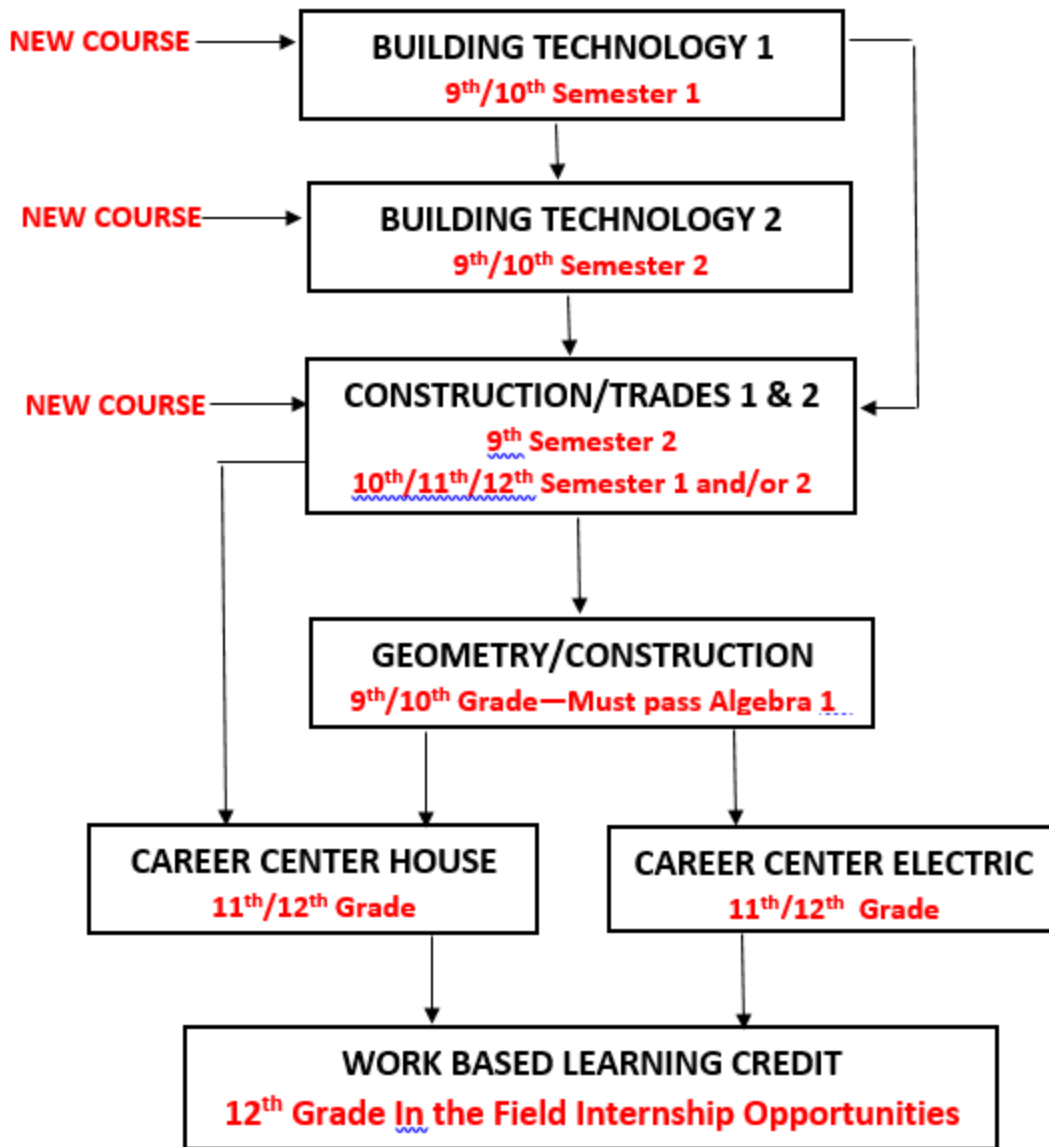
Course Description: Develops the student's speaking abilities. Students acquire an understanding of basic rhetorical theory and its application in a variety of speech situations. Listening, speaking, and critiquing abilities are emphasized. This course addresses the following topics: speech preparation and delivery, forming and fielding questions, audience analysis, listening skills, critiquing and speaker anxiety.

This course is the equivalent of COMX 111 Introduction to Public Speaking-(3 Credits) at MSU-Billings

Prerequisite Courses: None

Applies toward graduation requirements of: ½ Elective Credit

BPS CONSTRUCTION TECH PATHWAY



*Construction
*Electrical
*Plumbing

*HVAC
*Concrete/Masonry
*Design & Drafting

Technical Geometry Geometry in Construction	Credits 1 (½ Math-½ Career Technical Education each semester	9, 10, 11, 12
Course Name	Semester 1 & 2 (Full Year Course)	Grade Level

Course Description: This course is designed to show the relevance of Geometry through a variety of practical applications related to but not limited to the construction industries. Students will be: participating in hand-on activities, working in a classroom & shop setting, participating in the construction of a house, and investigating business components in construction and related industries. Students who are interested in architecture, interior design, engineering, construction management, drafting, building trades (electrical, plumbing, etc.) as well as all aspects of manufacturing would benefit from this course. The objectives of this course are to promote academic rigor and real world relevance by having students solve multi-step problems, engage in math concepts that appear in different phases of construction and work in a team setting.

Essential Requirements:

- Students will participate in all aspects of safety, related to construction and manufacturing industries.
- Students will work in shop and construction site environments.
- Students will successfully complete the Geometry requirements as indicated in the All Billings Curriculum.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

TWO – HOUR BLOCK / YEAR LONG CLASS
FALL ENROLLMENT ONLY

Prerequisite Courses: Algebra 1 with a “C” grade or better

Applies toward graduation requirements of: 2 Math credits and 1 Career Technical Education credit

**Construction Fundamentals 1
Carpentry 1
Construction Technique 1**

**Credits 1 1/2
First Year - Semester 1**

11, 12

Course Name	Semester 1	Grade Level
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Course Description: First year house construction students will work hands-on in the construction of this year's student built house. Students will develop skills and valuable construction knowledge in the first phases of the building construction trades. Students will learn the dynamics of a real residential house construction site. Students will receive on the job training as they learn the trades and experience the work ethics of residential construction.

Essential Requirements:

- Students will complete: framing, concrete finishing, Western balloon framing, roofing, heating and cooling (mechanical work), wiring, insulation, drywall hanging, drywall perfataping.
- Ability to work safely, independently and without constant supervision.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

THREE – HOUR BLOCK - NO EXCEPTIONS!

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit

Construction Fundamentals 2

Carpentry 2

Credits 1 1/2

Construction Technique 2

First Year - Semester 2

11, 12

Course Name

Semester 2

Grade Level

Course Description: First year house construction students will continue to work hands-on in the construction of this year's student built house. Students will develop skills and valuable construction knowledge in the remaining phases of the building construction trades. Students will learn the dynamics of a real residential house construction site. Students will receive on the job training as they learn the trades and experience the work ethics of residential construction.

Essential Requirements:

- Students will complete: drywall, perfataping, painting, trim, carpentry, cabinet installation, floor covering, cultured stone applications, finish plumbing, concrete framing, deck construction, detailing out a house

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

THREE – HOUR BLOCK - NO EXCEPTIONS!

Prerequisite Courses: Construction Fundamentals 1, Carpentry 1, Construction Technique 1 with a grade of “C” or better, or consent of instructor with recommendation of administrator/counselor.

Applies toward graduation requirements of: 1 Career Technical Education credit

Building Trades 1
House Building 1
Construction Technique 3

Credits 1 1/2
Second Year - Semester 1

12

Course Name	Semester 1	Grade Level
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Course Description: Second year house construction students will work with first year students to complete this year's student built house. The second year student will serve as a leader to demonstrate good work ethics and help guide first year students through the building construction trades. Second year students will expand their knowledge and refine their skills as they work to complete a second house. The second year student should achieve greater proficiency in their work and the development of their skills.

Essential Requirements:

- Students will complete: framing, concrete finishing, Western balloon framing, roofing, heating and cooling (mechanical work), wiring, insulation, drywall hanging, drywall perfataping.
- Ability to work safely, independently and without constant supervision.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

THREE – HOUR BLOCK FOR 2ND YEAR STUDENTS – NO EXCEPTIONS!

Prerequisite Courses: Successful completion of one semester of Construction Fundamentals 1, Carpentry 1, Construction Technique 1, or Construction Fundamentals 2, Carpentry 2, Construction Technique 2 with a "C" grade or better
consent of instructor with recommendation of counselor/administrator.

Applies toward graduation requirements of: 1 Career Technical Education credit

Building Trades 2**House Building 2****Construction Technique 4****Credits 1 1/2****Second Year - Semester 2****12****Course Name****Semester 2****Grade Level**

Course Description: Second year house construction students will receive the hands-on training that comes with working through the last phases of house construction. Second year students will experience the challenges of house construction with a greater level of understanding. Students will benefit from the development of skills with a higher proficiency and the diverse knowledge that comes with two years of training. Students will enter the job market with confidence and success.

Essential Requirements:

- Students will complete: drywall perfataping, painting, trim carpentry, cabinet installation, floorcoverings, cultured stone applications, finish plumbing, concrete framing, deck construction, detailing out a house.
- Ability to work safely, independently and without constant supervision.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

THREE – HOUR BLOCK FOR 2ND YEAR STUDENTS - NO EXCEPTIONS!

Prerequisite Courses: Successful completion of Building Trades 1, House Building 1, Construction Technique 3 with a grade of “C” or better or consent of instructor with recommendation of counselor/administrator.

Applies toward graduation requirements of: 1 Career Technical Education credit

Cafe Protege/**(Culinary Arts For Industry)****Credits 2 (1 credit per semester)****11, 12****Course Name****Semester 1 & 2 (Full Year Course)****Grade Level**

Course Description: The course introduces students to commercial foodservice concepts not found in more traditional F.A.C.S programs. Classes are held off campus at City College-Montana State University Billings in a full commercial kitchen setting.

This course is an introduction to the restaurant and foodservice industry. Students will be exposed to a variety of cooking skills and techniques, language, equipment, and basic operations critical for success in the culinary arts and foodservice industry. In addition to the fun and excitement of Culinary Arts the following topics are covered as essential requirements.

Fees Charged: Each semester a lab fee is required. Chef coats and headgear will be provided.

Essential Requirements:

- Food and Workplace Safety
- Knife Skills: Beginner through Advanced
- Stocks, Sauces, and Soups
- Cooking Methods and Techniques
- Baking Principles and Fundamentals of Bakeshop Production including: Breads, Pies, Cakes, Pastries, and Cookies
- Food Cultures and Styles from Around the U.S. and the World
- Customer Service, Work Place Communication, Food Costing and Controls, Menu Planning and Marketing
- Catering Fundamentals and Buffet Service Basics

Students are urged and assisted to seek employment in local food service establishments in such roles as paid internships, job shadow and work study programs.

Students can receive dual credit (both high school graduation credit and college credit) at most major culinary schools.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

TWO – HOUR BLOCK / YEAR LONG CLASS

Prerequisite Courses: Priority is given to students with prior culinary coursework.

Home Design/ Interior Design	Credit 1	11,12
Course Name	Semester 1	Grade Level

Course Description: This course provides skills with both a computer and hands-on approach to learning. Students complete comprehensive assignments where they apply all of the skills and knowledge obtained throughout the course. They work with community vendors to select: paint, flooring, lighting, tile, appliances, fixtures, and wallpaper for a student built house. They also learn the basics in AutoCad and Sketchup. This course is designed to teach the skills needed to be a professional in the design industry and meets the needs of students who desire to receive dual credit for a post secondary education.

Essential Requirements:

- Identify factors and characteristics that impact the interiors of a space by applying the elements and principles of design.
- Interpret written and verbal directions for drawing/modeling an interior design project.
- Demonstrate communication skills that promote positive relationships in the workplace by working in cooperative groups to implement a design plan for the Career Center student built house.
- Communicate design ideas through visual and oral presentations.
- Describe careers in the interior design industry by classifying careers that range from entry level to professional.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

TWO – HOUR BLOCK
1ST SEMESTER ONLY

Prerequisite Courses: Priority will be given to students with prior related coursework.

Applies toward graduation requirements of: 1 Career Technical Education credit

**Home Improvement
Design Improvement**

Credit 1

11, 12

Course Name

Semester 2

Grade Level

Course Description: This course provides students with the essential skills and knowledge needed to make basic home improvements through a hands on approach to learning. Students will learn spatial layout and the staging process of the student built home. They will learn how to select product/material, provide an explanation of why selected, and model how to implement their selection in the work room or on site. Highlights include: tape/texture of walls, painting, wallpaper installation, tile installation, mural design, etc. Students will learn from: professional presenters, field trips to industry related companies, and working/practicing on site at the Career Center house. This class will teach basic skills necessary to maintain and enhance a home.

Essential Requirements:

- Calculate quantities, measure, order and install product.
- Student will develop skills needed to complete interior projects on site or in the workroom.
- Will learn how to understand and stay within a budget.
- Student will communicate design ideas through visual and oral presentations to professionals and peers.
- This class will analyze career options available in the home improvement industry.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

TWO – HOUR BLOCK
2ND SEMESTER ONLY

Prerequisite Courses: Priority will be given to students with prior related coursework.

Applies toward graduation requirements of: 1 Career Technical Education credit

**College Introduction to
Interior Design**

**Credit 1
3 Credits at Gallatin College**

11, 12

Course Name

Semester 1 & 2 (Full Year Course)

Grade Level

Course Description: This class is designed to provide dual credit with Gallatin College. Students successfully completing Interior/Home Design and Home/Design Improvement will receive college credit for IDSN101 Intro to Interior Design at Gallatin College in Bozeman. The objective of this course is to provide a successful transition from high school to post-secondary education.

Essential Requirements:

- Extended course work utilizing Gallatin's college text
- Demonstrate an understanding of the development of architecture and interior design as professions including technical and regulatory elements, historical, current and future directions by successfully completing exams and/or projects
- Demonstrate the ability to distinguish and apply the terminology utilized in the fields of architecture and interior design
- Demonstrate an understanding and appreciation of the basic principles of architecture and interior design including space planning through the study of the design process, design principles and elements, human perception, building materials, furniture selection, textiles, lighting, color, accessories, human factors and business considerations
- Demonstrate an understanding of the elements and principles of design by successfully creating an elements and principles project
- Demonstrate an understanding of a design concept. An example of this is to create a successful concept board.
- Demonstrate an understanding of the diversity of needs and human factors in planning space with a presentation of their project. Their project and presentation will be done with proficiency.
- Demonstrate an understanding of the fundamentals of environmental design by showing a proficient understanding through project/question based evaluation.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

PART OF A TWO-HOUR BLOCK

- to be taken with Home Design - Semester 1 **AND**
- to be taken with Home Improvement - Semester 2

Prerequisite Courses: Priority will be given to students with prior related coursework.

Applies toward graduation requirements of: 1 Career Technical Education credit

Manufacturing Processing 1**Manufacturing Design 1****Credit 1****11, 12****Course Name****Semester 1 or 2 - 1st Year Student****Grade Level**

Course Description: This course offers students the opportunity to learn and explore the many aspects of metals manufacturing. Students will explore a variety of welding processes through hands on interaction in the welding lab. These processes may include plasma cutting, shielded metal arc welding, and gas metal arc welding. It is our goal to explore as many manufacturing processes as possible to prepare students for a career in metals manufacturing.

Essential Requirements:

- Ability to work safely in a shop environment
- Ability to work in groups with peers
- Ability to work independently to complete given assignments

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Must maintain a grade of “C” or better to move into 2nd semester classes

TWO – HOUR BLOCK

Prerequisite Courses: Basic Math skills

Applies toward graduation requirements of: 1 Career Technical Education credit

Manufacturing Processing 2**Manufacturing Design 2****Credit 1****11, 12****Course Name****Semester 1 or 2 - 1st Year Student****Grade Level**

Course Description: This exciting course offers students the opportunity to continue learning and exploring the many aspects of metals manufacturing. Students will explore a variety of advanced welding techniques through hands on interaction in the welding lab. Students will be exposed to out of position welding using the shielded metal arc and gas metal arc welding processes. It is our goal to explore as many manufacturing processes as possible to prepare students for a career in metals manufacturing.

Essential Requirements:

- Ability to work safely in a shop environment
- Ability to work in groups with peers
- Ability to work independently to complete given assignments

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Must maintain a grade of “C” or better to move into 3rd semester classes

TWO – HOUR BLOCK

Prerequisite Courses: Must have completed Manufacturing Process 1 & Manufacturing Design 1 with a grade of “C” or better or instructor / administrator approval.

Applies toward graduation requirements of: 1 Career Technical Education credit

Manufacturing Technology 1**Manufacturing System 1****Credit 1****12****Course Name****Semester 1 or 2 – 2nd Year Student****Grade Level**

Course Description: This exciting course offers students the opportunity to apply the skills learned in Manufacturing Process and Design. Along with learning stick, MIG, and TIG welding, students will learn basic blueprint reading, layout techniques, and measurement skills. Students will be given the opportunity to design and build personal projects of their choosing.

Essential Requirements:

- Ability to work safely in a shop environment
- Ability to work in groups with peers
- Ability to work independently to complete given assignments

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Must maintain a grade of “C” or better to move into 4th semester classes

TWO – HOUR BLOCK

Prerequisite Courses: Must have completed: Manuf. Process1 and Manuf. Design 1, Manuf. Process 2 and Manuf. Design 2 with a grade of “C” or better or instructor/administrator approval.

Applies toward graduation requirements of: 1 Career Technical Education credit

Manufacturing Technology 2
Manufacturing System 2

Credit 1

12

Course Name

Semester 1 or 2 – 2nd Year Student

Grade Level

Course Description: This course allows students to apply their metal working skills to advanced manufacturing applications such as pipe welding, build to print manufacturing, automated plasma cutting, and metal working design.

Essential Requirements:

- Ability to work safely in a shop environment
- Ability to work in groups with peers
- Ability to work independently to complete given assignments
- Blue print reading
- Basic Math
- Basic Measuring Skills

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Must have maintained a grade of “C” or better in the 1st three semesters of the program.

TWO – HOUR BLOCK

Prerequisite Courses: Must have completed Manuf. Process 1 and Manuf. Design 1, Manuf. Process 2 and Manuf. Design 2, Manuf. Tech 1 and Manuf. System 1 with a grade of “C” or better or by instructor/administrator approval.

Applies toward graduation requirements of: 1 Career Technical Education credit

College Welding 125	Credit 1	12
Course Name	5 Credits @City College-MSU-B	Grade Level
	Semester 1	

Course Description: Student learning includes manual and semi-automated oxy-acetylene cutting processes and safety. Shielded Metal Arc Welding with 6010 electrode, which leads toward American Welding Society D1.1 and American Society of Mechanical Engineers Section IX structural certification. Learning the air carbon arc cutting, plasma arc cutting processes, and equipment set-up. Welding shop safety and quality are emphasized.

Essential Requirements:

- Ability to work safely in a shop environment
- Ability to work in groups with peers
- Ability to work independently to complete given assignments
- Blueprint reading
- Basic Math
- Basic Measuring Skills

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Must have maintained a grade of “C” or better in the 1st two semesters of the program.

TWO – HOUR BLOCK

Prerequisite Courses: Must have completed Manuf. Process 1 and Manuf. Design 1, Manuf. Process 2 and Manuf. Design 2 with a grade of “C” or better or by instructor/administrator approval

Applies toward graduation requirements of: 1 Career Technical Education credit

College Welding 157	Credit 1	12
	5 Credits @City College-MSU-B	
Course Name	Semester 2	Grade Level

Course Description: Introduction of semi-automatic wire feed processes. This course leads to AWS and ASME qualification of plate (all positions) with the SMAW, GMAW, and FCAW processes. Safe practices and weld quality are major considerations.

Essential Requirements:

- Ability to work safely in a shop environment
- Ability to work in groups with peers
- Ability to work independently to complete given assignments
- Blueprint reading
- Basic Math
- Basic Measuring Skills

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

Must have maintained a grade of “C” or better in the 1st three semesters of the program.

TWO – HOUR BLOCK

Prerequisite Courses: Must have completed Manuf. Process 1 and Manuf. Design 1, Manuf. Process 2, Manuf. Design 2, Manuf. Tech 1, Manuf. System 1 or College Welding 125 with a grade of “C” or better or with instructor/administrator approval

Applies toward graduation requirements of: 1 Career Technical Education credit

Course Description: This course explores and develops skills in basic machining technology as it applies to modern machining. It combines the applied technology of machining on lathes, mills, and drill presses. Students will complete a series of projects which will teach them skill sets which include: precision measurement using micrometers and calipers, threading, tapping, tapering, knurling, and traditional operation of the lathes, mills and drill presses. Students will have the ability to manufacture precision parts and produce quality projects upon completion of class.

Essential Requirements:

- Ability to follow written and verbal instructions
- Ability to understand and implement safety aspects of machining technology
- Ability to work safely with industrial equipment
- Ability to use basic math and precision measuring techniques
- Ability to perform basic machining tasks on lathes and mills
- Ability to work in groups with peers
- Ability to work independently and complete tasks in appropriate time allotted

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

Prerequisite Courses: None. Of the machining classes offered it is recommended that this course be taken first.

Applies toward graduation requirements of: 1 Career Technical Education credit

CNC Machining Technology	Credit 1/2	10, 11, 12
Course Name	Semester 1 or 2	Grade Level

Course Description: This course will introduce students to the world of Computer Controlled Machining and Cutting. Students will learn the basic concepts of 3D drafting and solid modeling then learn to convert their designs into actual parts by utilizing our industry proven CNC Mills and plasma cutter. All students will be involved with the NASA HUNCH program and build parts for the International Space Station. Students will leave this class with a basic foundation necessary for the manufacturing of precision components.

Essential Requirements:

- Basic Computer Skills
- Ability to work safely in a shop environment
- Ability to work in groups with peers
- Ability to work independently to complete given assignments

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

Prerequisite Courses: First priority is given to students who have completed Machinist Technology (Manual) with a grade of ‘C’ or better. Priority consideration will be given to 11th and 12th grade students who have completed and earned credit in; a Drafting/CAD course, Introduction to Engineering Design, or Principles of Engineering.

*Due to class size limitations, Seniors will have 1st enrollment considerations, Juniors will have 2nd enrollment consideration, and Sophomores will be enrolled after Juniors/Seniors.

*Note 10th grade students are only eligible to take this course if they have completed and earned credit in Introduction to Engineering Design.

Applies toward graduation requirements of: 1 Career Technical Education credit

**CNC Machining
Technology & Design**

Credit 1/2

10, 11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: This course explores advanced applications of Computer Numerically Controlled machining through the use of Computer Aided Design (CAD) in conjunction with Computer Aided Manufacturing (CAM). Students will have the opportunity to learn advanced skills in precision measuring, use of digital readouts, drawing with basic CAD, and basic machine programming. These skills will be combined to program CNC lathes, mills, and plasma tables to machine precision parts during class.

Essential Requirements:

- Ability to follow written and verbal instructions
- Ability to understand and implement safety aspects of machining technology
- Ability to work safely with industrial equipment
- Ability to use basic math and precision measuring techniques
- Ability to perform basic machining tasks on lathes and mills
- Ability to work in groups with peers
- Ability to work independently and complete tasks in appropriate time allotted

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS

Prerequisite Courses: First priority is given to students who have completed both Machinist Technology (Manual) and CNC Machining Technology with a grade of 'C' or better. Second priority is given to students who have completed a CNC Machining Technology with a grade of 'C' or better. Third priority is given to students who have completed Machinist Technology (manual) with a grade of 'C' or better.

*Priority consideration will be given to 11th and 12th grade students who have completed and earned credit in; a Drafting/CAD course, Introduction to Engineering Design, or Principles of Engineering.

*Due to class size limitations, Seniors will have first enrollment consideration, Juniors will have second enrollment consideration, and Sophomores will be enrolled after Juniors and Seniors.

Applies toward graduation requirements of: 1 Career Technical Education credit

+ Construction Fundamentals 1
+ Carpentry 1
+ Construction Techniques 1

Credit 1 1/2

11, 12

Course Name

Semester 1 – 1st Year Student

Grade Level

Course Description: Construction Fundamentals is an in-shop experience, in that the course is designed to teach all safety and tool operation, as well as give the students as many experiences in dealing with the construction trades as possible. This is a progressive type program, as skill levels increase, so will the tasks required of each student. As students learn and gain the confidence needed to be successful they will be exposed to a multitude and varying array of construction trades techniques.

Essential Requirements:

- Ability to follow instruction, written and verbal.
- Work safely with industrial equipment
- Ability to understand safety aspects
- Basic plumbing/wiring
- Measuring, basic math skills
- Ability to take notes and do small scale drawings

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

FIRST YEAR

THREE - HOUR BLOCK

CLASS OFFERED PERIODS 1, 2, & 3 ONLY

Prerequisite Courses- Strong math background, proficient in reading a tape measure, and ability to work appropriately and safely with equipment.

Applies toward graduation requirements of: 1 Career Technical Education credit

+ Construction Fundamentals 2
+ Carpentry 2
+ Construction Techniques 2

Credit 1 1/2

11, 12

Course Name

Semester 2 – 1st Year Student

Grade Level

Course Description: Construction Fundamentals is an in-shop experience, in that the course is designed to teach all safety and tool operation, as well as give the students as many experiences in dealing with the construction trades as possible. This is a progressive type program, as skill levels increase, so will the tasks required of each student. As students learn and gain the confidence needed to be successful, they will be exposed to a multitude and varying array of construction trades techniques.

Essential Requirements:

- Ability to follow instruction, written and verbal
- Work safely with industrial equipment
- Ability to understand safety aspects
- Basic blueprint reading
- Measuring, basic math skills
- Basic wiring/plumbing techniques
- Ability to take notes and do small scale drawings
- Safety is a number one priority for participation in this course. An IEP review will take place if safety for all stakeholders is a concern
- Sheetrock/perfataping/texturing applications
- Ability to work safely, independently and without constant supervision

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

FIRST YEAR

THREE-HOUR BLOCK

CLASS OFFERED PERIODS 1, 2, & 3 ONLY

Prerequisite Courses: Strong math background, proficient in reading a tape measure, and ability to work appropriately and safely with equipment. +Construction Fundamentals 1, +Carpentry 1, +Construction Tech. 1, successfully completed. Counselor, instructor/administrator approval.

Applies toward graduation requirements of: 1 Career Technical Education credit

+ Building Trades 1		
+ House Building 1		
+ Construction Techniques 3	Credit 1 1/2	12
Course Name	Semester 1 -2nd Year Student	Grade Level

Course Description: Building Trades is an in-shop experience, in that the course is designed to teach all safety and tool operation, as well as give the students as many experiences in dealing with the construction trades as possible. This is a progressive type program, as skill levels increase, so will the tasks required of each student. As students learn and gain the confidence needed to be successful they will be exposed to a multitude and varying array of construction trades techniques.

Essential Requirements:

- Ability to follow instruction, written and verbal
- Work safely with industrial equipment
- Ability to understand safety aspects
- Basic blueprint reading
- Measuring, basic math skills
- Basic wiring/plumbing techniques
- Ability to take notes and do small scale drawings
- Sheetrock/perfataping/texturing applications

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

SECOND YEAR

THREE-HOUR BLOCK

CLASS OFFERED PERIODS 1, 2, & 3 ONLY

Prerequisite Courses: Strong math background, proficient in reading a tape measure, and ability to work appropriately and safely with equipment. Satisfactory completion of both semesters of: +Const. Fundamentals 1 & 2, +Carpentry 1 & 2, +Construction Techniques 1 & 2 or Instructor/Administrative approval.

Applies toward graduation requirements of: 1 Career Technical Education credit

+ Building Trades 2		
+ House Building 2		
+ Construction Techniques 4	Credit 1 1/2	12
Course Name	Semester 2 -2nd Year Student	Grade Level

Course Description: Building Trades is an in-shop experience, in that the course is designed to teach all safety and tool operation, as well as give the students as many experiences in dealing with the construction trades as possible. This is a progressive type program, as skill levels increase, so will the tasks required of each student. As students learn and gain the confidence needed to be successful, they will be exposed to a multitude and varying array of construction trade techniques.

Essential Requirements:

- Ability to follow instruction, written and verbal
- Work safely with industrial equipment
- Ability to understand safety aspects
- Basic blueprint reading
- Measuring, basic math skills
- Basic wiring/plumbing techniques
- Ability to take notes and do small scale drawings
- Safety is a number one priority for participation in this course. An IEP review will take place if safety for all stakeholders is a concern
- Sheetrock/perfataping/texturing applications
- Ability to work safely, independently and without constant supervision

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

SECOND YEAR

THREE-HOUR BLOCK

CLASS OFFERED PERIODS 1, 2, & 3 ONLY

Prerequisite Courses: Strong math background, proficient in reading a tape measure, and ability to work appropriately and safely with equipment. +Building Trades 1, + House Building 1, +Construction Techniques 3 successfully completed and /or counselor instructor/administrative approval.

Applies toward graduation requirements of: 1 Career Technical Education credit

Automotive Fundamentals

Credit 1/2

10, 11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: Automotive Fundamentals is a course designed for students who are considering entering the automotive industry as well as those who want to learn the basic fundamentals of automobile service and repair. This course introduces the student to the various automotive systems and goes on to provide the foundations of tool use, basic and necessary vehicle maintenance, and automotive industry terminology. The course also provides students access to technical information for system service and introduces them to automotive careers and certifications.

Critical Concepts:

- Demonstrate and understand automotive literacy and safety
- Demonstrate an understanding of industry tools, measuring tools, and equipment
- Demonstrate an understanding of basic automotive systems
- Demonstrate an understanding of engine design, classification, and construction
- Demonstrate an understanding of automotive service
- Demonstrate automotive industry communication and literacy skills

In the event of over enrollment:

- ★ **First criteria** for consideration shall be the grades the student earned in previous automotive courses.
- ★ **Second criteria** will be current daily attendance. Attendance is required and documented.

One Hour Class

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education Credit

Automotive Engines 1

Credit 1/2

10, 11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: This course will provide the student with a basic understanding of the design, operation, measurements, as well as the overhaul and rebuilding of a small engine. Students will gain an understanding of two and four cycle engine theory, safety, equipment and will develop job skills. Students will learn to use various online parts and repair manuals to determine repair procedures, torque specifications, and replacement part numbers.

Critical Concepts:

- Demonstrate proper tool selection and usage
- Demonstrate the use of precision measuring tools
- Demonstrate an understanding of engine operating principles
- Identification of engine components.
- Demonstrate how to disassemble and reassemble an engine
- Demonstrate how to troubleshoot an engine
- Demonstrate the use of on-line service and parts manuals

In the even of over enrollment:

- ★ **First criteria** for consideration shall be the grades the student earned in previous automotive courses.
- ★ **Second criteria** will be current daily attendance. Attendance is required and documented.

One Hour Class

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education Credit

Automotive Powertrain

Credit 1/2

11, 12

Course Name

Semester 1 or 2

Grade Level

Course Description: This course focuses on the theory and operation of the vehicle's drivetrain. This includes automatic and manual transmissions, clutches, torque converters, transfer cases, driveshafts and differentials.

Critical Concepts:

- Inspect and service drivetrain components and fluids
- Disassemble and reassemble both manual and automatic transmissions
- Identify components and explain power flow through transmissions
- Disassemble and reassemble a transfer case (4 wheel drive)
- Disassemble and reassemble a differential

In the even of over enrollment:

- ★ **First criteria** for consideration shall be the grades the student earned in previous automotive courses.
- ★ **Second criteria** will be current daily attendance. Attendance is required and documented.

One Hour Class

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education Credit

Automotive Electrical	Credit 1/2	11, 12
Course Name	Semester 1 or 2	Grade Level

Course Description: This course covers electrical theory, diagnosis, and testing. Students will perform testing and services on the vehicle's battery, starting and charging system, as well as diagnose electrical faults using diagnostic equipment. Students will become NC3 certified in digital multimeters through the Snap-on Education Program and will also obtain certifications through Ford Motor Company.

This course is also offered for college credit under College Automotive Electrical

Critical Concepts:

- Demonstrate automotive industry communication and literacy skills
- Achieve NC3 certified in digital multimeters through the Snap-on Education Program
- Demonstrate proper soldering techniques
- Build an automotive test light
- Test and diagnose electrical faults using a multimeter
- Test and service a vehicle's battery, starting and charging the system

In the event of over enrollment:

- ★ **First criteria** for consideration shall be the grades the student earned in previous automotive courses.
- ★ **Second criteria** will be current daily attendance. Attendance is required and documented.

One Hour Class

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education Credit

Automotive Chassis	Credit 1	11,12
Course Name	Semester 1 or 2	Grade Level

Course Description: Course content provides students the opportunity to acquire marketable skills in diagnosis, repair, and service of automotive brakes systems, suspension systems, and steering systems. City College MSU-B credit (4 credits) toward Brakes Systems may be awarded with demonstrated proficiency on a written and lab final at the conclusion of the course.

Critical Concepts:

- Understands automotive terminology as it pertains to brake systems
- Use precision measuring equipment
- Demonstrate automotive industry communication and literacy skills
- Demonstrate automotive industry workplace skills
- Demonstrate knowledge of brake, steering, and suspension systems theory
- Locate and identify chassis, suspension, and steering components
- Remove, inspect, assemble, and service brake, steering, and suspension system components.

In the event of over enrollment:

- ★ **First criteria** for consideration shall be the grades the student earned in previous automotive courses.
- ★ **Second criteria** will be current daily attendance. Attendance is required and documented.

Two Hour Block

Prerequisite Courses: None

Applies toward graduation requirement of: 1 Career Technical Education Credit

Automotive Engines 2

Credit 1

12

Course Name

Semester 1 or 2

Grade Level

Course Description: This course will train students in engine rebuilding procedures, engine services, diagnostics, and performance testing.

In the classroom, students will learn the theory and operation of the automotive engine and its various systems. The focus will be on engine performance as well as current trends in engine design. Throughout the course students will obtain certifications awarded through Ford Motor Company.

In the lab students will disassemble, measure, reassemble, and test run an engine. They will also perform routine services on the fuel, cooling, and lubrication systems. As a class we will test performance engines on the dynamometer and study the results using different components.

Critical Concepts:

- Demonstrate automotive industry communication and literacy skills.
- Rebuild, measure, and test run an engine following industry standards
- Successfully diagnose common engine malfunctions
- Complete a timing chain repair on a modern engine
- Perform common maintenance services
- Retrieve diagnostic trouble codes using factory scan tools
- Performance test engines on a dynamometer and analyze the data

In the event of over enrollment:

- ★ **First criteria** for consideration shall be the grades the student earned in previous automotive courses
- ★ **Second criteria** will be a current daily attendance. Attendance is required and documented.

Two Hour Block

Prerequisite Courses: **Automotive Engines 1**

Applies toward graduation requirements of: 1 Career Technical Education Credit

College Automotive Electrical	Credit 1/2 2 Credits @ City College MSU-B	11, 12
Course Name	Semester 1 or 2	Grade Level

Course Description: One Hour-One Semester Class. This is a dual credit course through City College-MSU-B. Students will earn two credits in TRID 292 Electrical/Electronic Systems 1 by successfully completing the Automotive Electrical course. Students in College Automotive Electrical will follow the same curriculum as students in Automotive Electrical.

This course covers electrical theory, diagnosis, and testing. Students will perform testing and services on the vehicle's battery, starting and charging system, as well as diagnose electrical faults using diagnostic equipment. Students will become NC3 certified in digital multimeters through the Snap-on Education Program and will also obtain certifications through Ford Motor Company.

Critical Concepts:

- Demonstrate automotive industry communication and literacy skills
- Achieve NC3 certified in digital multimeters through the Snap-on Education Program
- Demonstrate proper soldering techniques
- Build an automotive test light
- Test and diagnose electrical faults using a multimeter
- Test and service a vehicle's battery, starting, and charging system

In the event of over enrollment:

- ★ **First criteria** for consideration shall be the grades the student earned in previous automotive courses.
- ★ **Second criteria** will be current daily attendance. Attendance is required and documented.

MSU-Billings City College: 2 credits in TRID 292 Electrical/Electronic Systems 1 will be issued to students who pass the College Automotive Electrical class and complete all TRID 292 competencies.

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education Credit

Early Child Physical Development
Early Child Intellectual Development

Credit 1

11, 12

Course Name

Semester 1

Grade Level

Course Description: You will gain practical teaching experience in one of the two Career Center Preschools, after learning teaching techniques in the high school classroom pertaining to children’s physical, social, emotional and cognitive development. Emphasis is placed on education through physical and intellectual development. Opportunities are provided to learn what is entailed in various specialized fields such as special education, speech, physical and occupational therapies and pediatric nursing. Whatever path in life you choose children will likely be a part of it; don’t miss this opportunity to brighten your life and the lives of many children.

Essential Requirements:

- Early childhood education training
- Teaching in the preschool
- Lesson planning for preschool
- Observation of preschool children
- Study of areas of child development
- Written evaluations

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

TWO – HOUR BLOCK

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit

Early Child Fundamentals

Early Child Physical Development
Early Child Intellectual Development

Credit 1.5

11, 12

Course Name

Semester 1

Grade Level

Course Description: Along with gaining practical teaching experience in the Career Center Preschools and learning techniques pertaining to children’s development, this class stresses thematic lesson planning and teaching through centers. Opportunities are provided detailing specialized fields such as special education, speech, physical and occupational therapies and pediatric nursing. This class provides in depth instruction for those considering early childhood education.

Essential Requirements:

- Same as listed above.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

THREE - HOUR BLOCK

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credits.

Early Child Social Development
Early Child Emotional Development

Credit 1

11, 12

Course Name

Semester 2

Grade Level

Course Description: You will gain practical teaching experience in one of the two Career Center Preschools, after learning teaching techniques in the high school classroom pertaining to children’s physical, social, emotional and cognitive development. Emphasis is placed on education through social and emotional development. Opportunities are provided to learn what is entailed in various specialized fields such as special education, speech, physical and occupational therapies and pediatric nursing. Whatever path in life you choose children will likely be a part of it; don’t miss this opportunity to brighten your life and the lives of many children.

Essential Requirements:

- Early childhood education training
- Teaching in the preschool
- Lesson planning for preschool
- Observation of preschool children
- Study of areas of child development
- Written evaluations

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

TWO – HOUR BLOCK

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit

Children & Careers

Early Child Social Development
Early Child Emotional Development

Credit 1.5

11, 12

Course Name

Semester 2

Grade Level

Course Description: Along with gaining practical teaching experience in the Career Center Preschools and learning techniques pertaining to children’s development, this class stresses thematic lesson planning and teaching through centers. Opportunities are provided to learn what is entailed in various specialized fields such as special education, speech, physical and occupational therapies and pediatric nursing. This class provides in depth instruction for those considering early childhood education.

Essential Requirements:

- Same as listed above.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

THREE – HOUR BLOCK

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit

Elementary Internship Fundamentals of Elementary Education Elementary Teaching Techniques			Credit 1.5	12
Course Name	Semester 1 or 2	Grade Level		

Course Description: In this internship you are placed with a master teacher in a preoperational age classroom. The academic study emphasized is a foundation in working with the primary age level child. This content is applied to the teaching opportunity in an elementary school.

Essential Requirements:

- Lesson planning, observing, teaching preoperational children
- Study of areas of child development
- Written evaluations

In the event of over enrollment first criteria for consideration shall be current daily attendance. Attendance is required and documented.

THREE – HOUR BLOCK

Prerequisite Courses: 2 semesters of Early Childhood classes - Instructor discretion, with a Grade of “B” or better in fall & spring Early Childhood Education courses.

Applies toward graduation requirements of: 1 Career Technical Education credit

College EDU Human
Growth & Development

Credit 1
3 Credits @MSU-Billings

11,12

Course Name

Semester 1 & 2 (Full Year Course)

Grade Level

Course Description: This class presents a comprehensive introduction to the study of human development including the developmental capabilities and needs of humans at different ages with respect to the physical, psychomotor, cognitive, social, emotional, and psychological domains that affect all education. The course includes 4.5 - 5 hrs per week lab at the Career Center Preschool.

Essential Requirements:

- Early childhood education training
- Teaching in the preschool
- Lesson planning for preschool
- Observation of preschool children
- Study of areas of child development
- Written evaluations

In the event of over enrollment first criteria for consideration shall be current daily attendance. Attendance is required and documented.

One Hour Class that is taken as part of a Two Hour Block (with Early Child Intellectual Development-1st Semester or part of a Three Hour Block (with Early Child Fundamentals and Early Child Intellectual Development 1st Semester). 2nd Semester – This class is taken with Early Child Emotional Development in a Two Hour Block or part of a Three Hour Block – with Child and Careers and Early Child Emotional Development.

Prerequisite Courses: None

Applies toward graduation requirements of: 1 Career Technical Education credit

**PLTW Introduction to
Engineering Design**

1 Credit (1/2 each semester)

9, 10, 11, 12

Course Name

Semesters 1 & 2 -1st Year (Full Year Course)

Grade Level

Course Description: This course teaches problem-solving skills used in the design development process. Models of product solutions are created, analyzed and communicated using the solid-modeling computer design software AUTODESK Inventor. This course, combined with traditional mathematics courses and science courses in high school, introduces students to the scope, rigor and discipline of engineering prior to entering college. Students will understand technology as a tool for problem solving, the scientific process, engineering problem solving and the application of technology. Additionally, students will be prepared for the rigor of college level engineering programs.

Students should definitely be taking or plan to take higher level math and science for 4 years of high school. Students should be in the top 1/3 of their class. Students should be interested in pursuing a degree in science, math, technology or engineering. Other important traits are: interested in computers, self-motivated, creative with art and design and enjoys solving problems.

For additional information: www.pltw.org

Essential Requirements:

- Understand technology as a tool for problem solving
- Understand the scientific process, engineering problem solving and application of technology.
- Understand technological systems as they interface with other systems.

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE – HOUR CLASS / YEAR LONG CLASS
FALL ENROLLMENT ONLY

Freshman students should have strong Algebra skills, be enrolled in Geometry or Honors Geometry, and be academically driven and organized. Freshmen will be taking this course with upper classmen and accountable for the same standards. Freshmen with these qualities have been very successful in the Engineering Program.

Required: Students should be on a 4-year math track.

Prerequisite Courses: Enrolled in Geometry or Honors Geometry or successfully completed Geometry with a 'C' or better. Strong Algebra 1 skills needed. Students do not need to take any Drafting or Computer Programming courses to be eligible for this course.

Applies toward graduation requirements of: 1 Career Technical Education credit

PLTW

Principles of Engineering -

POE

1 Credit (1/2 each semester)

10, 11, 12

Course Name

Semester 1 & 2 - 2,3,4 Year (Full Year Course)

Grade Level

Course Description: This survey course of engineering exposes students to some of the major concepts they will encounter in a college engineering program. Students employ engineering and scientific concepts in the solution of design problems. Problem solving, research, math and science, critical thinking, and teamwork are essential components to success in the course. This course has historically been instrumental in helping students choose a college engineering program and field of study beyond high school. Many describe this course as physics and design work for engineering students.

Students should:

- a. Definitely be taking or plan to take higher level math and science for 4 years of high school.
- b. Be in the top $\frac{1}{3}$ of their class.
- c. Willing to work in teams and individually.
- d. Be interested in pursuing a degree in science, technology, engineering, or mathematics.

In the event of over enrollment, the first criteria for consideration shall be current daily attendance. Attendance is required and documented.

One-hour class/Year long class.

Fall enrollment only.

Required: Students should be on a 4-year math/science track.

Prerequisite Course: Intro to Engineering Design with a C or better. Geometry.

Applies toward graduation requirements of: 1 Career Technical Education Credit

Note: Juniors and seniors who have not taken Intro to Engineering Design (IED) may be eligible for this course if they meet the requirements above. Please consult with instructor for consideration.

PLTW

Aerospace Engineering

1 Credit (1/2 each semester)

10, 11, 12

Course Name

Semester 1 & 2 - 2,3,4 Year (Full Year Course)

Grade Level

Course Description: This course propels students' learning in the fundamentals of flight and rocketry. As they explore the physics of flight, students bring the concepts to life by designing an airfoil, propulsion system and rockets. Students will participate in the NASA HUNCH Design and Prototyping project. This project will allow them the opportunity to innovate a product utilizing the Engineering Design Process. Students will culminate their project with a presentation of it to NASA Engineers and Astronauts.

- Students should definitely be taking or plan to take higher level math and science for 4 years of high school
- Students should be in the top 1/3 of their class. Students should be interested in pursuing a degree in science, math, technology or engineering. Other important traits are: interested in computers and are self-motivated.

Essential Requirements:

- Students should have an interest in aerospace and flight in general
- Students need to understand the scientific process, engineering problem solving and application of technology

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE-HOUR CLASS/YEAR LONG CLASS

FALL ENROLLMENT ONLY

Required: Students should be on a 4-year math track.

Prerequisite Courses: Requires a grade of "C" or higher in Intro to Engineering Design

Applies toward graduation requirements of: 1 Career Technical Education credit

PLTW

Digital Electronics -

DE

1 Credit (1/2 each semester)

10, 11, 12

Course Name

Semester 1 & 2 - 2,3,4 Year (Full Year Course)

Grade Level

Course Description: Digital Electronics is commonly a required college course for any student pursuing a degree in mechanical, electrical, computer, aerospace, biomedical, or industrial engineering.

At Montana State University much of the content of this course is taught in the fall of the sophomore year in these engineering programs. Students learn soldering, prototyping of circuit boards, digital and Boolean logic, basic programming of programmable logic controllers, units and measurement, and circuit design. It is a very project oriented course with math and logic applications.

Highly recommended for most fields of engineering studies in college.

Students should:

- a. Definitely be taking or plan to take higher level math and science for 4 years of high school
- b. Be in the top 1/3 of their class
- c. Willing to work in teams and individually
- d. Be interested in pursuing a degree in science, technology, engineering or mathematics

In the event of over enrollment the first criteria for consideration shall be current daily attendance. Attendance is required and documented.

One-hour class/Year-long class.

Fall enrollment only.

Required: Students should be on a 4-year math/science track.

Prerequisite Course: Intro to Engineering Design with a C or better. Geometry.

Applies toward graduation requirements of: 1 Career Technical Education Credit

Note: Juniors and seniors who have not taken Intro to Engineering Design (IED) may be eligible for this course if they meet the requirements listed above. Please consult with instructor for consideration.

PLTW

Engineering Capstone

1 Credit (1/2 each semester)

11, 12

Course Name

Semester 1 & 2 – 3rd/4th year (Full Year Course)

Grade Level

Course Description: The Capstone class is the culmination of the Engineering Design, Digital Electronics, Principles of Engineering, and Aerospace Engineering course work. It offers the opportunity for the students to work in design teams to solve problems and meet needs by relying upon their prior knowledge, experience, and practice developed in previous engineering courses. Given that students have diverse strengths, backgrounds, and interests, i.e. computer programming, math, electronics, physics, design, organization, etc., they will be teamed based upon expertise to create diversity within the groups much like the dynamic found in real engineering design teams. Teams will expand upon processes developed in their earlier engineering courses, i.e. brainstorming, field observation and research, professional contact and interviews, documentation, mock-ups, 3D modeling, prototyping, field testing, process recording, proposal communication, etc.

Students should definitely be taking or plan to take higher level math and science for 4 years of high school. Students should be in the top 1/3 of their class. Students should be interested in pursuing a college degree in Engineering, Science, Mathematics, or Technology.

Essential Requirements:

- Apply math and science to the engineering field
- Understand the problem solving process, manufacturing process and application of technology
- Understand technology and its effects on society
- Understanding of the engineering design process
- Problem solving, organization, and computer skills
- Willing to work in teams and individually

In the event of over enrollment first criteria for consideration shall be current daily attendance. Attendance is required and documented.

ONE-HOUR CLASS/YEAR LONG CLASS

FALL ENROLLMENT ONLY

Required: Students should be on a 4-year math track.

Prerequisite Courses: Requires a grade of “C” or higher in two of the following: Introduction to Engineering Design, Principles of Engineering, Digital Electronics, and Aerospace Engineering and/or Instructor approval.

Applies toward graduation requirements of: 1 Career Technical Education credit

***Note: Juniors and Seniors who have not taken Intro to Engineering Design (IED) may be eligible for this course if they meet the requirements listed above. Please consult with instructor for consideration.

Transportation Internship

Credit 1/2

11, 12

Course Name

Semester 1 and/or 2

Grade Level

Course Description: Air Operations students will be introduced to current methods, practices, policies and work environment behaviors for airline ramp and cargo sort functions. Students are expected to learn the processes for successfully completing each pre-deployment training including employee orientation, safety on the job, work schedules, and communication. Pre and post-flight data transfer and record keeping, IATA terminology, FAA Safety and Regulatory Familiarization and teamwork methods designed to get the airlines in and out on-time with zero defects.

Students will be expected to pass each training evolution with a satisfactory grade and complete the work assignments as assigned by supervisory staff, on-time, as described in the training with no accidents or unsafe operations. Students will be assigned a mentor to observe and correct deficient behaviors prior to being assigned duties without supervision. Successful completion of training programs allows students to conduct ramp and sort operation per the daily operating plan.

Instructors, will evaluate students for timeliness, attention to detail, ability to follow instructions, safety, productivity, teamwork, scan errors, documentation, math (if doing load plans) correct procedures and overall attitude.

Essential Requirements:

- Willing to work in teams and individually
- Basic math skills
- Ability to follow instructions
- Ability to work safely
- Ability to follow a schedule and be timely
- Good attitude in a work environment

In the event of over enrollment **first criteria** for consideration shall be current daily attendance. Attendance is required and documented.

ONE-TWO HOUR CLASS

Prerequisite Courses: Application and Interview process. Please see your counselor for information

Applies toward graduation requirements of: 1 Career Technical Education credit

School to Career	Credit 1/2 to 1 1/2	12
Course Name	Semester 1 or 2	Grade Level

Course Description: Credit may be earned through a workplace experience plan that has been approved by the Career Center Director/and or Assistant Director. School to Career credit should be directly connected to a current course the student is enrolled in at the Career Center.

Specific criteria/standards and a contract must be signed by student and adhered to.

Note: Career Center students can apply for a one-hour class of School to Career.

This must have an Associate Principal and counselor approval.

Prerequisite Courses: Contract signed by employer indicating hours worked.

Applies toward graduation requirements of: 7 Elective credits

Workplace Experience Credit	Credit 1/2	Grade 11 or 12
Course Name	Semesters 1 or 2	Grade Level

Course Description: Workplace Experience Credit provides students with work experience in a field related to the career cluster/pathway of interest. Course outcomes and goals are set cooperatively by the student, sponsoring teacher, and partnering business. Work Experience is non-paid or paid work experience in the form of a high school elective class. Billings Public Schools students have the opportunity to participate in a field internship, which enables them to leave campus and apply their skills in an off-campus professional industry setting. Interns are required to complete a minimum of total 90 hours per semester with the majority of that time in the workplace. These courses may include classroom activities with the sponsoring teacher, involving further study of the field or discussion regarding experiences that students encounter in the workplace. Interns are supported throughout the program by their instructor and are graded on hours worked, reflections, and most importantly, evaluations by their supervisors. Students earn course credit for their experience, as well as gain valuable work experience to add to their resumes.

Coordination of this course credit will be handled by the school's respective Career Coach with support from the associate and counselors.

Prerequisite Qualifications: Student must be in 11th or 12th grade in good standing and on track to graduate and should have successfully completed prior course work in the career cluster/pathway of interest.

Sponsoring teacher must meet the licensure requirements (Ag-Ed, Business, Marketing, Graphics, Culinary, FCS, Tech Ed, Health Sciences, Performing Arts, Science, IT, and Engineering) of the career cluster/pathway that the student is requesting credit.

Partner Business, whether offering a paid or unpaid opportunity, must be willing to submit background checks for themselves and any related employee

or have their own background check process in place that meets the district's threshold for acceptance.

Applies toward graduation requirements of: 7 Elective Credits