

FALL 2021 - INTEGRATED KINGSTON CAMPUS

School of Applied Science & Computing

Introduction to Renewable Ener: (In Lab Component)	
SLC Course Code ESET 140	This course is designed to give the student an introduction to renewable energy technologies. These will include technologies for both heat and electrical production. Established and emerging technologies will be dealt with in both a theoretical and practical format. Related Programs: <i>Energy Systems Eng. Technology</i>
Ministry Course Code SVI4T	
Allocated Seats 4	
Introduction to Biotechnology I (42 hours)	
SLC Course Code BIOL 154	This course provides students with an introduction to the practical skills aspect of Biotechnology focusing on laboratory techniques that reinforce GLP, aseptic techniques, team building and documentation. Related Programs: <i>Biotechnology</i>
Ministry Course Code	
Allocated Seats 2	
Cell Biology (42 hours)	
SLC Course Code BIOL 150	An introductory course to Biotechnology/Medical Laboratory Science/Veterinary Technology students, covering the biological and chemical principles of the cell with reference to energy flow, structure and function, anatomy, reproduction, genetics, and cell diversity. Pre-requisite: None Related Programs: <i>Biotechnology</i>
Ministry Course Code	
Allocated Seats 2	
HVAC Fundamentals (42 hours)	
SLC Course Code ESET 130	This is a first course in residential and commercial building HVAC systems. The course covers fundamentals of HVAC systems and the principles underlying the operation of these systems. The course is delivered in seven connected modules including psychrometrics, air movement, fans, heat transfer, duct design, hydronics, refrigeration and heat pumps, and space and domestic water heating. Related Programs: <i>Energy Systems Eng. Technology</i>
Ministry Course Code TBA	
Allocated Seats 3	

School of Business

Bookkeeping (42 hours)	
SLC Course Code ACCT 26	This course enables the student to develop an understanding of the systems and methods of applying the principles and concepts of bookkeeping. Students learn a systematic approach towards completion of the accounting cycle for both a service and merchandising operation. Peripheral areas include internal control of a petty cash fund and preparation of a bank reconciliation statement. <i>Related Programs:</i> <i>Office Administration General, Legal or Medical</i>
Ministry Course Code BAD4T	
Allocated Seats 5	
Electronic Spreadsheets (42 hours)	
SLC Course Code OFAD 90	This course introduces first-year students in the Office Administration - General program to core elements (organize data, complete calculations, graph data, and develop professional looking reports) of MS Excel 2013 spreadsheet software. <i>Related Programs:</i> <i>Office Administration General, Legal or Medical</i>
Ministry Course Code IBF4T	
Allocated Seats 5	

Accounting Fundamentals (60 hours) - 7 week block (3-4 days a week, 2 hour classes per day)	
SLC Course Code ACCT 20	In Accounting Fundamentals students create, use, and discuss foundational financial information. Students discuss the fundamental elements of accounting and their impact on business operations. By using accounting software to perform accounting operations students learn the elements of accounting software and routine accounting statements. Note: Students should have completed Grade 11 college math, at a minimum, before applying for this course. Related Programs: Business Administration, Human Resources, Fundamentals, Accounting or Marketing
Ministry Course Code TBA	
Allocated Seats 3	
Introduction to Canadian Law and Government (56 hours)	
SLC Course Code BLAW 10	This course provides a general overview of the development of legal principles, rights, and responsibilities in the Canadian context, and how they may be applied to selected areas of law that form the substance of other courses in the Law Clerk program. A look at the sources and divisions of law leads into an examination of the Constitution, including its historical development, and the Canadian Charter of Rights and Freedoms in particular. The course also examines the structure and organization of government in Canada. The executive, legislative and judicial branches are examined, together with contemporary issues in Canadian politics. The structure of the court system is introduced, as are administrative and regulatory bodies. The process by which legislation is developed and implemented is examined. The ethical obligations and roles of legal professionals to the public is provided, as well as the governance by the provincial Law Society. Related Programs: Law Clerk
Ministry Course Code TBD	
Allocated Seats 5	
Business Communications (45 hours) - 7 week block (3-4 days a week, 2 hr classes per day)	
SLC Course Code COMM 39	In this course, the emphasis is on the development of professional communication. Students develop communication and teamwork skills through the preparation and delivery of a range of professional documents and presentations utilizing current workplace technologies. Related Programs: Business Administration, Human Resources, Fundamentals, Accounting or Marketing and Office Administration General, Legal or Medical
Ministry Course Code TBD	
Allocated Seats 3	
Introductory to Human Resources Management I (60 hours) -	
SLC Course Code HUMA 53	Introductory Human Resources is intended to give an introduction to the purpose, functions and application of Human Resources Management activities and principles which will assist an organization in achieving their primary goals and objectives. Related Programs: Business Administration, Human Resources, Fundamentals, Accounting or Marketing
Ministry Course Code BOO4T	
Allocated Seats 3	
Marketing Essentials (45 hours) 7 week block (3-4 days a week, 2 hr classes per day)	
SLC Course Code MARK 20	Marketing Essentials introduces students to the basic principles and practices of marketing management in the modern business setting. This course examines the consumer market for goods and services and the major decision areas of marketing: identifying and selecting target markets, product, price, distribution, integrated marketing communications and customer relationship management. Key concepts including value creation, marketing mix, marketing strategy, and marketing best practices are introduced and explored. Data and the application of metrics and analytics in decision making are discussed and applied. Related Programs: Business Administration, Human Resources, Fundamentals, Accounting or Marketing
Ministry Course Code TBD	
Allocated Seats	
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Introduction to Economics (45 hours) 7 week block	
SLC Course Code ECON 3	The economic environment is the theater in which contemporary managers plan, organize, lead, and control. This course introduces the language and navigational skills that condition students for success in this environment. Students learn microeconomic principals including supply and demand, the themes of scarcity, productivity, efficiency and effectiveness, the concept of opportunity cost, and the relationship between these fundamentals and the Canadian economy. Employing a practical approach to the Canadian macroeconomic environment, the course examines choices by individuals, businesses and governments and their effects on Gross Domestic Product, unemployment, the money supply, and exchange rates. The course addresses factors influencing both the supply side and the demand side of the economy including productivity, consumption, savings, and investment. Related Programs: <i>Business Administration, Human Resources, Fundamentals, Accounting or Marketing</i>
Ministry Course Code TBD	
Allocated Seats 2	
Entrepreneurship(45 hours)	
SLC Course Code MARK 102	This course explores the range of skills, knowledge and competencies required to become a successful entrepreneur or to work in a small - medium sized enterprise that expects these skills to develop the venture. Fundamentals of business planning, feasibility analysis, debt / equity financing, financial management, business growth and productivity concepts are explored. Students utilize entrepreneurial techniques, opportunity identification, resource allocation and profit planning and embed these skills through written business plans, oral presentations, discussions and decision-making scenarios. Business planning activities, guest speakers, and articles help to develop an integrated understanding of the importance of entrepreneurship, business building and venture development. Prerequisite(s): MARK23 Related Programs: <i>Business Administration, Human Resources, Fundamentals, Accounting or Marketing</i>
Ministry Course Code TBD	
Allocated Seats 2	
School of Community Services	
Child Development I (42 hours)	
SLC Course Code CHIL 1004	This course explores development from conception to 2.5 years to understand the systematic changes in social, emotional, physical and cognitive functioning of the child. Theories of development are examined which highlight progressive changes and integration of functioning. You will be introduced to current research on related child development topics. Related Program: <i>Early Childhood Education</i>
Ministry Course Code TOF4T	
Allocated Seats 2	
Foundations of the Child and Youth Care Profession (42 hours)	
SLC Course Code CAYW 1015	In this course, students are introduced to the professional practice of Child and Youth Care. Students examine the core principles, characteristics, and connections between the key domains of the field. Students explore career opportunities with children, youth and families; the history and context of the profession; self-awareness; and intervention strategies needed for success in the program and field. Course content is delivered through a variety of interactive and collaborative learning methods. Related Programs: <i>Child & Youth Care</i>
Ministry Course Code TOS4T	
Allocated Seats 2	
Activity - based Interventions (42 hours)	
SLC Course Code CAYW 110	This course is designed to equip students with the professional mindset, conceptual framework, and technical skills necessary to select, program, facilitate, and evaluate activity-based interventions for children and youth. Students are introduced to the value of using play-based interventions to meet a variety of client needs and programming outcomes. Students explore the role that leadership, setting, relationship, and group dynamics play in effective programming. This course includes an applied learning component in which students facilitate planned interventions in a variety of settings, to match the needs of prospective clients. Related Program: <i>Child & Youth Care</i>
Ministry Course Code PLH4T	
Allocated Seats 4	

School of Justice Studies & Applied Arts

Drawing for Designers (42 hours)

SLC Course Code DESI 141	This course is the first of two drawing courses in the Graphic Design program. Students will learn observational skills required for accurate visual rendering and gain the technical abilities to visualize two and three-dimensional subject matter. Students will be introduced to the process connecting an idea to the expression and development of a finished image. The course will prepare students to conduct research from a variety of sources then synthesize and develop original art pieces and designs. Using various drawing tools, media and surfaces, students will learn several drawing approaches to represent natural and inorganic objects. Related Programs: Graphic Design and Media Arts Fundamentals
Ministry Course Code AEB4T	
Allocated Seats 3	

Film Studies (42 hours)

SLC Course Code GENE 25	This course is designed to enhance knowledge and appreciation of the greatest twentieth century art form. Students will learn about the history of film, how films are made, how the movie industry operates, and how to appreciate and analyse films. The course is essential for anyone who wants to develop a lifelong joy for movie watching whether it be on video or the big screen. Related Programs: General Arts & Science and can be used as a general elective for other programs
Ministry Course Code JAL4T	
Allocated Seats 3	

Psychology - Police Foundations (42 hours)

SLC Course Code POFP 102	This course is designed to present an overview of psychology as a behavioural science and to assist the student to observe and explain human behaviours and personality development. Included are the study of sensation, perception, alternate states of consciousness, motivation, learning and intelligence, memory and cognition, abnormal psychology, interpersonal relationships, and current psychological therapies. Related Programs: Police Foundations
Ministry Course Code HBG4T	
Allocated Seats 3	

Sociology and Canadian Society - Police Foundations (42 hours)

SLC Course Code POFP 103	The students will adopt a sociological perspective for analysis of social events. Studies of societies, culture, socialization, and social change are included. Students will study and survey areas relating to Canadian society and culture including social inequalities, social interaction, and collective behaviour. Related Programs: Police Foundations
Ministry Course Code HSF4T	
Allocated Seats 3	

The Living World (42 hours)

SLC Course Code GENE 148	This course helps you explore the real world, open your eyes to biology, and be awestruck by the beauty, mystery, and diversity of our amazing living world. In this course, you learn to identify local wildlife, discover the beauty and elegance of plants and animals, explore the diverse forms and functions of life, as well as to unveil the bizarre, mysterious, and intricate behaviors used by plants and animals to overcome environmental adversity. Although species identification and natural history are discussed on a global scale in the course, particular attention is paid to Ontario and the local region. Related Programs: General Arts & Science and can be used as an elective
Ministry Course Code PLI4T	
Allocated Seats 3	

School of Trades & Tourism

Baking I - Foundations of Baking (60 hours) *LAB/KITCHEN COURSE

SLC Course Code CHEF 106	This course provides an introduction to the theory, science and application involved in the fundamentals of classical baking and pastry as it pertains to the professional kitchen. The student will apply the knowledge of how various ingredients interact. The student will acquire the skills required to prepare yeast products, pies, pastries, cookies, custards and sweet/savory fillings. Related Programs: Culinary Skills/Management/Chef Training
Ministry Course Code TUA4T	
Allocated Seats 2	

Basic Technical Math (45 hours)	
SLC Course Code MECT 106	Technical Mathematics begins with a review of some elementary mathematical concepts then presents topics in algebra and working with equations. Related Programs: <i>Mechanical Engineering Technician</i>
Ministry Course Code MIA4T	
Allocated Seats 2	
Kitchen Management I (45 hours)	
SLC Course Code CHEF 108	This course provides an overview of the operational guidelines for a professional food service operation in a variety of sub sections of the industry. It also assists students to explore the possible career paths within the various styles of operations in the industry. The course emphasizes the need for teamwork, communication strategies and the physical/mental/organizational demands of the professional kitchen. Students acquire the skills required to provide a safe, healthy and well-maintained kitchen environment using the principles of the Hazard Analysis of Critical Control Point System (HACCP). Related Programs: <i>Culinary Skills/Management/Chef Training</i>
Ministry Course Code TVA4T	
Allocated Seats 4	
Nail Care Techniques Theory & Lab (70 hours)	
SLC Course Code ESTH 12 & 101	You will develop the practical skills to perform safe and professional manicures and pedicures as well as specialized treatments using the appropriate implements and products. Hygiene and proper sterilization will be reinforced. Nails can also be a source of intense pain, or a transmitter of disease; understanding the anatomy of the nail, hands and feet is a must. Related Programs: <i>Esthetics</i>
Ministry Course Code TXO4T	
Allocated Seats 12	
Technical Drawing I (45 hours)	
SLC Course Code MECT 103	A Mechanical Engineering Technician is frequently required to interpret and prepare information in a graphical format. This course outlines the concepts and techniques of producing mechanical drawings using freehand sketching and orthographic drawing methods. Related Programs: <i>Mechanical Engineering Technician</i>
Ministry Course Code TBP4T	
Allocated Seats 3	
Welding & Fabrication (45 hours)	
SLC Course Code MECT 102	To develop in the student, knowledge and ability to set-up and operate oxyacetylene and arc welding equipment to weld, braze, solder and cut safely, and to specifications. Related Programs: <i>Mechanical Engineering Technician</i>
Ministry Course Code TLL4T	
Allocated Seats 1	