



SCHOOL OF PROFESSIONAL AND GRADUATE STUDIES

CONNIE D. LIGHTFOOT, Ed.D., DEAN

SCHOOL OF BUSINESS

EDUCATION

PHYSICAL EDUCATION AND HUMAN PERFORMANCE

PROFESSIONAL WRITING

SOCIAL WORK

TAYLOR UNIVERSITY ONLINE

Notes

School of Business

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In support of the University's mission, the Taylor University School of Business prepares students to engage in a life of servant leadership characterized by lifelong learning, innovation, excellence, and ethics in organizations around the world.

As an expression of Taylor's multi-dimensional education philosophy, the school of business offers five baccalaureate majors in accounting, finance, international business, management and marketing. Minors are available in accounting, business as mission, entrepreneurship, finance, human resource management, management, and marketing.

All school of business curriculum courses combine theory, principles, techniques and practical applications to enhance graduates' employment opportunities and serve as a solid groundwork for graduate studies. The relevance of Christian faith through current, real-world situations is emphasized in classes, field trips and expert Christian guest lecturers. Team development and business projects are available in selected business courses; a practicum experience is required of all business school students. Development of communication skills both written and oral is emphasized. Many classes give attention to problem solving and quantitative analysis.

In the summer following a student's junior year, a practicum/internship (XXX 393) for four credit hours is required of all majors in the school of business.

Graduation requirements in the majors include passing all courses within the major with grades of C- or better. Any major course with a grade below C- must be repeated before subsequent sequential courses may be taken. All major courses (including electives) must be passed with a grade of C- or better. Seniors must pass a senior comprehensive examination in their major.

The School of Business is a member of the Association of Collegiate Business Schools and Programs (ACBSP).

Accounting

The accounting major is designed to prepare students for accounting and financial careers in public accounting, business, government, education and nonprofit organizations. The program presents accounting theory and practice, current developments and ethical considerations discussed in a Christian context. Students are taught how to develop, analyze and interpret financial plans and results and to provide management information in the most useful manner. Guided by faculty advisors, students may pursue programs leading toward certification in public accounting or management accounting. Most states require completion of 150 credit hours before taking the CPA examination.

Accounting (BA)

The bachelor of arts degree with a major in accounting requires two years of one foreign language and 63 major hours.

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
ACC 393	4	Practicum
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing

Accounting Core

ACC 303	3	Cost Accounting
ACC 341	3	Intermediate Accounting I
ACC 342	3	Intermediate Accounting II
ACC 405	3	Auditing
ACC 416	3	Advanced Accounting
ACC 442	3	Federal Income Taxes

Additional Major Requirements

MAT 210	4	Introductory Statistics
<i>Select one course from the following:</i>		
MGT 260	3	Business Systems Applications (recommended)
COS 120	4	Introduction to Computer Science I

Select one option from the following:

MAT 110	3	Finite Mathematics (recommended)
MAT 151	4	Calculus I
iMAT 145	3	Introduction to Functions and Calculus
<i>and</i>		
iMAT 146	3	Functions and Calculus

iMAT 145 and MAT 146 combination meets requirement.

Accounting/Systems (BS)

The bachelor of science degree with a major in accounting/systems requires 65-67 accounting major hours and curriculum requirements in systems analysis. All systems curriculum courses must be completed with a grade of C- or better.

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
ACC 393	4	Practicum
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing

Accounting Core

ACC 303	3	Cost Accounting
ACC 341	3	Intermediate Accounting I
ACC 342	3	Intermediate Accounting II
ACC 405	3	Auditing
ACC 416	3	Advanced Accounting
ACC 442	3	Federal Income Taxes

Additional Major Requirements

MAT 210	4	Introductory Statistics
COS 120	4	Introduction to Computer Science I

Select one option from the following:

MAT 151	4	Calculus I
iMAT 145	3	Introduction to Functions and Calculus and
iMAT 146	3	Functions and Calculus

iMAT 145 and MAT 146 combination meets requirement.

Systems Requirements

MAT 210	4	Introductory Statistics
MAT 382	3	Advanced Statistical Methods
COS 120	4	Introduction to Computer Science I
SYS 101	3	Introduction to Systems
SYS 310	3	E-Commerce
SYS 390	3	Information Systems Analysis
SYS 392	1	Systems Seminar
SYS 394	3	Information Systems Design
SYS 401	4	Operations Research

Select one course from the following:

COS 240	3	Business Application Programming
COS 121	3	Introduction to Computer Science II

Select one option from the following:

MAT 151	4	Calculus I
iMAT 145	3	Introduction to Functions and Calculus and
iMAT 146	3	Functions and Calculus

iMAT 145 and MAT 146 combination meets requirement.

Accounting Minor

The accounting minor recognizes attainment of a sound, working knowledge of accounting in addition to another major field of study. Required are 21-22 minor hours. Not available to finance majors.

Minor Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ACC 303	3	Cost Accounting
ACC 341	3	Intermediate Accounting I
ACC 342	3	Intermediate Accounting II
ACC 442	3	Federal Income Taxes

Select one course from the following:

ACC 370	3	Selected Topics
COS 120	4	Introduction to Computer Science I
MGT 260	3	Business Systems Applications

Finance

Finance (BS)

The bachelor of science degree with a major in finance requires 77-80 hours.

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
FIN 393	4	Practicum
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing

Additional Major Requirements

MAT 210	4	Introductory Statistics
MAT 230	4	Calculus II
MAT 382	3	Advanced Statistical Methods

Select one course from the following:

MGT 260	3	Business Systems Applications (recommended)
COS 120	4	Introduction to Computer Science I

Select one option from the following:

MAT 151	4	Calculus I
#MAT 145	3	Introduction to Functions and Calculus
and		
#MAT 146	3	Functions and Calculus

#MAT 145 and MAT 146 combination meets requirement.

Finance Core Requirements

ACC 303	3	Cost Accounting
ACC 341	3	Intermediate Accounting I
ACC 342	3	Intermediate Accounting II
ACC 442	3	Federal Income Taxes
FIN 430	3	Investments

Finance Electives

Select three courses from:

ECO 331	3	Intermediate Microeconomics
ECO 332	3	Intermediate Macroeconomics
ECO 428	3	Money and Banking
FIN 340	3	Real Estate
FIN 344	3	Insurance
FIN 345	3	Selected Topics in Finance
FIN 384	3	International Finance
FIN 440	3	Series 7: Brokerage
FIN 450	3	Directed Research
MAT 385	3	Mathematics of Finance

Finance Minor

The finance minor requires 25-27 hours. Non-business majors are required to take additional prerequisite hours.

Minor Requirements

ACC 303	3	Cost Accounting
ACC 442	3	Federal Income Taxes
ECO 428	3	Money and Banking
FIN 430	3	Investments

Select one option from the following:

MAT 151	4	Calculus I
#MAT 145	3	Introduction to Functions and Calculus
and		
#MAT 146	3	Functions and Calculus

#MAT 145 and MAT 146 combination meets requirement.

Electives

Select nine hours from:

ACC 341	3	Intermediate Accounting I
*ECO 331	3	Intermediate Microeconomics
*ECO 332	3	Intermediate Macroeconomics
FIN 340	3	Real Estate
FIN 344	3	Insurance
FIN 370	3	Selected Topics
FIN 384	3	International Finance
FIN 440	3	Series 7: Brokerage

*A maximum of 3 hours of economics may be used to meet the nine elective hours.

International Business

International Business (BA)

The bachelor of arts degree with a major in international business requires two years of one foreign language and 63-64 major hours. *Majors must study abroad one semester.*

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
ITB 393	4	Practicum
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing

International Business Core Requirements

ITB 375	3	International Business
MKT 380	3	International Marketing
FIN 384	3	International Finance

Select one course from the following:

ECO 411	3	International Economics
ITB 381	3-4	International Business Study Tour

International Electives

Select two (300-/400-level) electives from the following areas: ACC, ECO, ENT, FIN, HRM, ITB, MGT, MKT. You may choose electives from same area.

Additional Major Requirements

MAT 210	4	Introductory Statistics
Select <u>one</u> course from the following:		
MGT 260	3	Business Systems Applications
COS 120	4	Introduction to Computer Science I

Select one option from the following:

MAT 110	3	Finite Mathematics (recommended)
MAT 151	4	Calculus I
#MAT 145	3	Introduction to Functions and Calculus
and		
#MAT 146	3	Functions and Calculus

#MAT 145 and MAT 146 combination meets requirement.

Students must spend one semester abroad in a Taylor University Off-Campus/Study Abroad Program.

International Business/Systems (BS)

The bachelor of science degree with a major in international business/systems requires completion of two years of one foreign language, 65-67 hours in the major and curriculum requirements in systems analysis. *Systems courses must be completed with a grade of C- or better. Majors must study abroad one semester.*

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
ITB 393	4	Practicum
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing

International Business Core Requirements

ITB 375	3	International Business
MKT 380	3	International Marketing
FIN 384	3	International Finance

Select one course from the following:

ECO 411	3	International Economics
ITB 381	3-4	International Business Study Tour

Students must spend one semester abroad in a Taylor University Off-Campus/Study Abroad Program.

International Electives

Select two (300-/400-level) additional electives from the following areas:

ACC, ECO, ENT, FIN, HRM, ITB, MGT, MKT.
You may choose two electives from the same area.

Additional Major Requirements

COS 120	4	Introduction to Computer Science I
MAT 210	4	Introductory Statistics

Select one option from the following:

MAT 151	4	Calculus I
iMAT 145	3	Introduction to Functions and Calculus

and
iMAT 146 3 Functions and Calculus

iMAT 145 and MAT 146 combination meets requirement.

Systems Requirements

COS 120	4	Introduction to Computer Science I
MAT 210	4	Introductory Statistics
MAT 382	3	Advanced Statistical Methods
SYS 101	3	Introduction to Systems
SYS 310	3	E-Commerce
SYS 390	3	Information Systems Analysis
SYS 392	1	Systems Seminar
SYS 394	3	Information Systems Design
SYS 401	4	Operations Research

Select one course from the following:

COS 240	3	Business Application Programming
COS 121	3	Introduction to Computer Science II

Select one option from the following:

MAT 151	4	Calculus I
iMAT 145	3	Introduction to Functions and Calculus

and
iMAT 146 3 Functions and Calculus

iMAT 145 and MAT 146 combination meets requirement.

Management

Management (BA)

The bachelor of arts degree with a major in management requires two years of one foreign language and 63-64 hours in the major.

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MGT 393	4	Practicum
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing

Management Core

ENT 422	3	New Venture Planning
HRM 362	3	Human Resource Management
HRM 462	3	Organizational Behavior and Development

Management Electives

Select one course from the following:

ITB 375	3	International Business
ITB 381	3-4	International Business Study Tour

Select two electives (300/400) from the following areas: ACC, ECO, ENT, FIN, HRM, ITB, MGT, MKT, SYS. You may choose two electives from the same area.

Additional Major Requirements

MAT 210	4	Introductory Statistics
MGT 260	3	Business Systems Applications (recommended)
COS 120	4	Introduction to Computer Science I

Select one option from the following:

MAT 110	3	Finite Mathematics (recommended)
MAT 151	4	Calculus I
iMAT 145	3	Introduction to Functions and Calculus

and
iMAT 146 3 Functions and Calculus

iMAT 145 and MAT 146 combination meets requirement.

Management/Systems (BS)

The bachelor of science degree with a major in management/systems requires 65-68 hours and curriculum requirements in systems analysis. All systems curriculum courses must be completed with a grade of C- or better.

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MGT 393	4	Practicum
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing

Additional Major Requirements

COS 120	4	Introduction to Computer Science I
MAT 210	4	Introductory Statistics

Select one option from the following:

MAT 151	4	Calculus I
#MAT 145	3	Introduction to Functions and Calculus
and		
#MAT 146	3	Functions and Calculus

#MAT 145 and MAT 146 combination meets requirement.

Select two additional electives (300/400) from the following areas:

ACC, ECO, ENT, FIN, HRM, ITB, MGT, MKT, SYS.

You may choose electives from the same area.

Management Core

ENT 422	3	New Venture Planning
HRM 362	3	Human Resource Management
HRM 462	3	Organizational Behavior and Development

Management Electives

Select one course from the following:

ITB 375	3	International Business
ITB 381	3-4	International Business Study Tour

Systems Requirements

COS 120	4	Introduction to Computer Science I
MAT 210	4	Introductory Statistics
MAT 382	3	Advanced Statistical Methods
SYS 101	3	Introduction to Systems
SYS 310	3	E-Commerce
*SYS 390	3	Information Systems Analysis
SYS 392	1	Systems Seminar
*SYS 394	3	Information Systems Design
*SYS 401	4	Operations Research
MGT 393	4	Practicum

Select one course from the following:

COS 121	3	Introduction to Computer Science II
COS 240	3	Business Application Programming

Select one option from the following:

MAT 151	4	Calculus I
#MAT 145	3	Introduction to Functions and Calculus
and		
#MAT 146	3	Functions and Calculus

#MAT 145 and MAT 146 combination meets requirement.

*Can be used as a management elective.

Management Minor

The management minor requires 24 hours.

Minor Requirements

MGT 201	3	Business Basics Boot Camp
ACC 241	3	Accounting Principles I
MKT 231	3	Principles of Marketing
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice

Electives

Select three electives from:

ENT 422	3	New Venture Planning
HRM 362	3	Human Resource Management
HRM 462	3	Organizational Behavior and Development
MGT 420	3	Production and Operations Management

Marketing

Marketing (BA)

The bachelor of arts degree with a major in marketing requires two years of one foreign language and 63-65 hours.

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing
MKT 393	4	Practicum

Marketing Core

MKT 410	3	Marketing Research
MKT 445	3	Best Practices in Marketing
MKT 460	3	Consumer Behavior

Marketing Electives

Select three electives (300-/400-level) from the following areas: MKT, ITB, ENT. You may choose electives from the same area.

Additional Major Requirements

MAT 210	4	Introductory Statistics
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Select one course from the following:

MGT 260	3	Business Systems Applications (recommended)
COS 120	4	Introduction to Computer Science I

Select one option from the following:

MAT 110	3	Finite Mathematics (recommended)
MAT 151	4	Calculus I
#MAT 145	3	Introduction to Functions and Calculus
and		
#MAT 146	3	Functions and Calculus

#MAT 145 and MAT 146 combination meets requirement.

Marketing/Systems (BS)

The bachelor of science degree with a major in marketing/systems requires 65-67 hours and curriculum requirements in systems analysis. *All systems curriculum courses must be completed with a grade of C- or better.*

Business Core Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
MGT 201	3	Business Basics Boot Camp
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MGT 452	3	Strategic Management
MKT 231	3	Principles of Marketing
MKT 393	4	Practicum

Marketing Core

MKT 410	3	Marketing Research
MKT 445	3	Best Practices in Marketing
MKT 460	3	Consumer Behavior

Marketing Electives

Select three electives (300/400) from the following areas: MKT, ITB, ENT.
You may choose electives from the same area.

Additional Major Requirements

COS 120	4	Introduction to Computer Science I
MAT 210	4	Introductory Statistics
Select <u>one</u> option from the following:		
MAT 151	4	Calculus I
†MAT 145	3	Introduction to Functions and Calculus and
†MAT 146	3	Functions and Calculus
†MAT 145 and MAT 146 combination meets requirement.		

Systems Requirements

COS 120	4	Introduction to Computer Science I
MAT 210	4	Introductory Statistics
SYS 101	3	Introduction to Systems
SYS 310	3	E-Commerce
SYS 390	3	Information Systems Analysis
SYS 401	4	Operations Research
Select <u>one</u> course from the following:		
COS 240	3	Business Application Programming
COS 121	3	Introduction to Computer Science II
Select <u>one</u> option from the following:		
MAT 151	4	Calculus I
†MAT 145	3	Introduction to Functions and Calculus and
†MAT 146	3	Functions and Calculus
†MAT 145 and MAT 146 combination meets requirement.		

Marketing Minor

The marketing minor requires 25 hours. *This minor is not available to marketing majors.*

Minor Requirements

MAT 210	4	Introductory Statistics
MGT 201	3	Business Basics Boot Camp
MKT 231	3	Principles of Marketing
MKT 445	3	Best Practices in Marketing
MKT 460	3	Consumer Behavior
Select <u>three</u> courses from:		
MKT 312	3	Professional Selling
MKT 313	3	Retailing and Services Marketing
MKT 380	3	International Marketing
MKT 410	3	Marketing Research
MKT 412	3	Advertising and Promotional Strategy

Business as Mission Minor

The business as mission minor requires 22 credit hours.

Minor Requirements

MGT 201	3	Business Basics Boot Camp
ENT 340	3	Entrepreneurial Workplace and Ministry Stewardship
MGT 322	3	Business and Missions: Philosophy & Practicality
REL 391	3	Preparation and Strategy for Christian World Missions
XXX 393	4	Practicum—International Focus
Select <u>one</u> option from the following:		
ECO 442	3	Economic Development
ENT 422	3	New Venture Planning
Select <u>one</u> option from the following:		
PHI 322	3	World Religions: Western Tradition
PHI 323	3	World Religions: Eastern Tradition

Entrepreneurship Minor for Business Majors

The entrepreneurship minor for business majors requires 18 credit hours. Any combination of the following courses will qualify for the minor. Students who achieve 12 credit hours are eligible to receive an Entrepreneurship Certificate from the School of Business.

Minor Requirements

Select at least <u>six</u> courses from:		
ECO 455	3	International Micro-Enterprise Development
ENT 340	3	Entrepreneurial Workplace & Ministry Stewardship
ENT 420	3	Creativity & Concept Development
ENT 422	3	New Venture Planning
ENT 480	3	Entrepreneurial Management Seminar
MGT 201	3	Business Basics Boot Camp
XXX 393	4	Practicum—Entrepreneurial Oriented

Entrepreneurship Minor for Non-Business Majors

The entrepreneurship minor for non-business majors requires 18 credit hours. Any combination of the following courses will qualify for the minor. Students who achieve 12 credit hours are eligible to receive an Entrepreneurship Certificate from the School of Business.

Minor Requirements

Select at least *six* courses from:

COS 340	3	Software Engineering	ENT 420	3	Creativity & Concept Development
COS 393	4	Practicum—Entrepreneurial Oriented	ENT 422	3	New Venture Planning
ECO 455	3	International Micro-Enterprise Development	ENT 480	3	Entrepreneurial Management Seminar
ENT 340	3	Entrepreneurial Workplace & Ministry Stewardship	MGT 201	3	Business Basics Boot Camp

Human Resource Management Minor

The human resource management minor requires 24 hours.

Minor Requirements

MGT 201	3	Business Basics Boot Camp
CAS 201	3	Corporate Communications I: Presentational Communication
HRM 362	3	Human Resource Management
HRM 462	3	Organizational Behavior and Development
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice

Electives

Select *two* electives from:

IAS 330	3	Human Relations in Organizations
HRM 475	3	Human Resource Issues and Certification
MGT 442	3	Business Ethics
ECO 302	3	Labor Economics

Master of Business Administration Program (MBA)

The Taylor University MBA program is timely and convenient; the curriculum includes 12 courses and 36 credit hours to be completed in only 16 months. All MBA students are required to complete an international study tour to experience global business first-hand while visiting corporate and other organizational entities abroad. Recent trips have included China, England, France, Germany, Hong Kong, Ireland, and Italy. Future study destinations are planned for Austria and Switzerland.

For more information about the MBA program, please contact Dr. Larry Rottmeyer. Additional information regarding Taylor's MBA Graduate Program is available at <http://www.taylor.edu/mba>.

Accounting Courses

ACC 170 1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

ACC 241 3 hours

Accounting Principles I

An introduction to the language of business. Financial transactions are analyzed, recorded, summarized and reported in a meaningful manner to management. Also studied are basic financial statements and the various accounting and internal control procedures for recording and protecting assets. *Offered fall semester and January interterm.*

ACC 242 3 hours

Accounting Principles II

Continuation of ACC 241. Accounting problems and procedures pertaining to partnerships and corporations are studied. Also studied are various accounting procedures and reports used by management in acquiring fixed assets, budgeting and controlling manufacturing and departmental operations, reporting financial conditions, and analyzing the results of operations. *Prerequisite: ACC 241. Offered spring semester.*

ACC 270 1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

ACC 303 3 hours

Cost Accounting

A study of the nature of costs and their importance in manufacturing, service and not-for-profit organizations. Topics include: collection and allocation of costs to products and processes, planning, budgeting, and control reports, relevant costs, cost-volume-profit analysis, responsibility accounting and other management analyses and reports. *Prerequisite: ACC 242. Offered fall semester.*

ACC 341 3 hours

Intermediate Accounting I

A detailed study of the theory and procedures used by accountants in recording and valuing assets and the resulting effect on profits. Emphasis is placed on current issues in accounting theory and practice in both intermediate accounting courses. *Prerequisite: ACC 242. Offered fall semester.*

ACC 342 3 hours

Intermediate Accounting II

Continuation of ACC 341. A study of the theory and procedures used by accountants in recording and valuing liabilities and capital accounts. Special emphasis is placed on the preparation and interpretation of balance sheets, income statements and statements of changes in financial position. *Prerequisite: ACC 341 or permission of instructor. Offered spring semester.*

ACC 360 1-4 hours

Independent Study

This course includes the opportunity to prepare for the uniform CPA examination.

ACC 370 1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

ACC 393 4 hours

Practicum

Supervised learning involving a first-hand field experience or a project. *Prerequisites: 15 accounting hours and SYS 101 for majors pursuing a systems curriculum. Offered primarily during summer.*

ACC 405 3 hours
Auditing
A study of how professional auditors serve the public, stockholders and management by impartially examining the accounting records and financial statements of enterprises. Topics to be studied include: standards, ethics of the profession, internal control procedures, risk assessment and the nature of audit evidence. *Prerequisite: ACC 342 or permission of instructor. Offered fall semester.*

ACC 416 3 hours
Advanced Accounting
A study of the more complex issues in accounting for partnerships, consolidated financial statements and multinational and not-for-profit enterprises. This course includes interim and financial reporting and coverage of current regulations and pronouncements pertaining to the profession. *Prerequisite: ACC 342 or permission of instructor. Offered spring semester.*

ACC 442 3 hours
Federal Income Taxes
A study of the effect of federal income tax laws and regulations on individuals and businesses. This course includes discussion of current issues, tax research, tax planning and representative tax preparation software. *Prerequisite: ACC 242. Offered fall semester.*

ACC 445 3 hours
Advanced Income Tax
Continuation of ACC 442. Tax laws and tax return preparation pertaining to corporate and fiduciary taxpayers are studied. Topics include regular and small business corporations, estates, trusts and not-for-profit entities. Representative tax preparation software and computerized tax research aids are used in completing course assignments. *Prerequisite: ACC 442. Offered periodically.*

ACC 450 1-4 hours
Directed Research
Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

ACC 480 1-4 hours
Seminar
A limited-enrollment course designed especially for upper-class majors with emphasis on directed readings and discussion.

ACC 490 1-2 hours
Honors
Individualized study or research of an advanced topic within a student's major. Open to students with at least a 3.00 GPA in the major field.

Entrepreneurship Courses

ENT 170 1-4 Hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

ENT 270 1-4 Hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

ENT 340 3 Hours
Entrepreneurial Workplace and Ministry Stewardship
Explores the key entrepreneurial characteristics and attributes necessary to successfully innovate regardless of discipline or service activity. Students learn processes and stratagems within the context of biblical worldview to establish a culture of excellence in a variety of organizational environments. Students are exposed to stewardship principles critical to generating excellence through effective leadership, exercise innovation processes and how to leverage the entrepreneurial mindset through practical application, and appreciate their individual profile with self-assessments to create an understanding of essential entrepreneurial characteristics as well as their own entrepreneurial quotient. These truths, skills, and associations can be leveraged throughout the student's life regardless of vocation or calling. *Offered spring semester.*

ENT 360 1-4 Hours
Independent Study
An individualized, directed study involving a specified topic.

ENT 370 1-4 Hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

ENT 393 4 Hours
Practicum
Supervised learning involving a first-hand field experience or project. *Offered primarily during summer.*

ENT 420 3 Hours
Creativity and Concept Development
Sometimes the most difficult part of innovation is knowing where to start or the creation of an idea. As a result of this course, students acquire skills, processes, and models for enhancing the creative process and using these, develop a plausible business or ministry concept with real-world applicability. *Offered fall semester.*

ENT 422 3 hours
New Venture Planning
Students are exposed to and learn the best practices for starting and growing new ventures (profit or non-profit). Course requirements include the development of a product or service concept and completion of a comprehensive business plan that is worthy of presentation to potential investors/contributors. Characteristics and traits of many contemporary entrepreneurs are studied. *Offered spring semester.*

ENT 450 1-4 Hours
Directed Research
Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

ENT 480 3 hours
Entrepreneurial Management Seminar
The long-term strength of the US economy depends on the continual creation of new entrepreneurial companies. This course is intended for those students that plan at some time to either start or join a young company, help spin-out a company from a major corporation or university, or enter the private equity sector that funds such companies. Class sessions are in a workshop or seminar format where students are expected to comment on cases, solve problems, and pose questions from the reading materials.

Finance Courses

FIN 170

1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

FIN 194

3 hours

Personal Finance

An overview of the personal financial planning process, including such topics as investments, insurance, taxes, credit, retirement planning and budgeting. This course provides students with an opportunity to examine and apply scripture-based principles of money management in preparation for their entry into the workplace. *Not intended for business school majors. Offered periodically.*

FIN 270

1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

FIN 340

3 hours

Real Estate

A review of real estate ownership as an investment vehicle for both individuals and institutions. Topics to be covered include valuation techniques, finance options, operations management and related tax issues. *Prerequisites: ACC 242; FIN 361; MGT 311. Offered periodically.*

FIN 344

3 hours

Insurance

An overview of the insurance industry and various insurance products. Insurance is described theoretically and practically as a tool for risk management in the areas of life, health, property and other insurable categories. *Prerequisite: Junior status. Offered periodically.*

FIN 345

3 hours

Selected Topics in Finance

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

FIN 360

1-4 hours

Independent Study

An individualized, directed study involving a specified topic.

FIN 361

3 hours

Corporate Finance

A study of methods used in the evaluation of financing and investment alternatives and funds management. The course integrates basic accounting with financial analytical techniques. Areas of emphasis include sources of financing, cash flow analysis, working capital management, capital budgeting, net present value, cost of capital and long-term debt and capital structures. *Prerequisite: ACC 242.*

FIN 370

1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

FIN 384

3 hours

International Finance

International Finance is concerned with firms' needs for and options of raising funds in both global and foreign money markets and capital markets, both in first and third world countries. Multinational corporations need to evaluate the advantages in borrowing in the host country relative to the home country. Both cost of capital and tax ramifications will be treated, as well as exchange rate and currency control issues of money funds internationally. *Prerequisites: FIN 361; ECO 202. Offered fall semester of odd years.*

FIN 393

4 hours

Practicum

Supervised learning involving a first-hand field experience or a project. *Offered primarily during summer.*

FIN 430

3 hours

Investments

A course designed to give the student a basic familiarity with practical investment strategies and terminology from both an institutional and individual perspective. Discussion includes stocks, bond, commodity and option markets, as well as other investment alternatives. Heavy emphasis is given to current developments. *Prerequisite: FIN 361.*

FIN 440

3 hours

Series 7: Brokerage

An in-depth examination of the securities industry from the perspective of the brokerage function, including the regulatory environment and legal liability issues, professional ethics, transaction settlement procedures, public/client relations and investment planning strategies. This course prepares students to complete the Qualification Examination for General Securities Registered Representative (Series 7 Exam). *Prerequisites: FIN 361 and 430. Offered spring semester.*

FIN 450

1-3 hours

Directed Research

Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

FIN 480

1-4 hours

Seminar

A limited-enrollment course designed especially for upper-class majors with emphasis on directed readings and discussion.

FIN 490

1-2 hours

Honors

Individualized study or research of an advanced topic within a student's major. Open to students with at least a 3.00 GPA in the major field.

Human Resource Management Courses

HRM 170

1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

HRM 270

1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

HRM 360

1-4 hours

Independent Study

An individualized, directed study involving a specified topic.

HRM 362

3 hours

Human Resource Management

A study of the role and functions of the human resource department of an organization, with an up-to-date examination of the principles, policies and problems of labor and management. Topics include employee relations, job analysis, compensation structures, recruitment practices, training, promotion, transfer and management-union relationships. *Prerequisite: MGT 352.*

HRM 370

1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

HRM 393 4 hours
Practicum
Supervised learning involving a first-hand field experience or a project. Offered primarily during summer.

HRM 450 1-4 hours
Directed Research
Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

HRM 462 3 hours
Organizational Behavior and Development
Organizational behavior is the study and application of knowledge about how and why people, as individuals and as groups, act within organizations. Organizational development is the systematic application of behavioral science knowledge at various levels — group, intergroup, and total organization — to bring about planned change. The goal is to describe, understand, predict, develop, and (to some degree) control human activity at work. This course will prompt the student to develop a cognitive framework for understanding organizational behavior combined with an integration of the Christian faith. Students develop a capacity to analyze organizational behavior situations critically and to give thoughtful answers to situations and case studies. Prerequisite: MGT 352. Offered spring semester.

HRM 475 3 hours
Human Resource Issues and Certification
In-depth study of current human resource issues, including conflict resolution, labor relations and HRM laws. Students will take HRM certification examination. Prerequisites: HRM 362 and 462. Offered periodically.

HRM 480 1-4 hours
Seminar
A limited-enrollment course designed especially for upper-class majors with emphasis on directed readings and discussion.

HRM 490 1-2 hours
Honors
Individualized study or research of an advanced topic within a student's major. Open to students with at least a 3.00 GPA in the major field.

International Business Courses

ITB 170 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. May count toward the departmental major and general education requirements.

ITB 270 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. May count toward the departmental major and general education requirements.

ITB 360 1-4 hours
Independent Study
An individualized, directed study involving a specified topic.

ITB 370 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. May count toward the departmental major and general education requirements.

ITB 375 3 hours
International Business
An in-depth examination of business practices in other countries, leading to a better understanding of intercultural relationships with trading partners, investors and host countries. Prerequisite: MKT 231. Offered fall semester.

ITB 381 3-4 hours
International Business Study Tour
A study tour of selected international locations to focus on regional trade, economics and business topics. Issues of cultural differences, conflicts, compromises and international cooperation are examined. Throughout, the cultural dimension of international business dealings is emphasized. Prerequisites: MKT 231; one semester of ECO; and sophomore standing within a business school major/minor. Offered January interterm and selected summers.

ITB 393 4 hours
Practicum
Supervised learning involving a first-hand field experience or a project. Offered primarily during summer.

ITB 450 1-4 hours
Directed Research
Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

ITB 480 1-4 hours
Seminar
A limited-enrollment course designed especially for upper-class majors with emphasis on directed readings and discussion.

ITB 490 1-2 hours
Honors
Individualized study or research of an advanced topic within a student's major. Open to students with at least a 3.00 GPA in the major field.

Management Courses

MGT 170 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. May count toward the departmental major and general education requirements.

MGT 201 3 hours
Business Basics Boot Camp
Students learn the foundational concepts of establishing and operating successful ventures in the highly competitive global economy. The business major as well as other disciplines are exposed to key business leadership principles, strategies, technologies and disciplines used in the 21st Century enterprise through a combination of lecture, case analysis, group projects and simulation exercises. Offered fall semester.

MGT 260 3 hours
Business Systems Applications
This course introduces and develops competency in the various systems and technologies commonly employed in the business environment. Specific topics addressed include use of Internet and World Wide Web resources, web page development, presentation graphics, advanced spreadsheets and integrated accounting systems. Prerequisites: COS 104/106 and ACC 241.

MGT 270 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. May count toward the departmental major and general education requirements.

MGT 311 3 hours
Business Law
An overview and summary of the basic business law topics that the majority of students will encounter in their business careers and personal lives. Topics include contracts, agencies, personal property, torts, bailments, real property, leases, estates, trusts and insurance. *Prerequisite: Junior status preferred.*

MGT 322 3 hours
Business and Missions: Philosophy & Practicality
This course examines the historical, philosophical and scriptural foundations for the emerging Business as Missions movement. Students will wrestle with the practical challenges of maintaining effectiveness and spiritual vitality while balancing the competing demands of simultaneously leading business and ministry initiatives. *Offered spring semester.*

MGT 352 3 hours
Management Analysis and Practice
A course designed to acquaint students thoroughly with the theories, principles, and practical applications of management (planning, organizing, staffing, leading and controlling). Management principles are learned in the context of a work team developing and administering a business project. Emphasizes business presentations and written reports involving current, real-life situations. *Prerequisite: Junior status.*

MGT 360 1-4 hours
Independent Study
An individualized, directed study involving a specified topic.

MGT 370 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

MGT 393 4 hours
Practicum
Supervised learning involving a first-hand field experience or a project. *Offered primarily during summer.*

MGT 411 3 hours
Advanced Business Law
A course providing an in-depth examination of specialized areas of business law that are of significant importance for CPA candidates, those entering the banking and corporate environment, and those planning to attend law school. Topics include sales, commercial paper, secured transactions, bankruptcy and environment and product liability. *Prerequisite: MGT 311. Offered periodically.*

MGT 420 3 hours
Production and Operations Management
A study of operations management related to production of goods and services. Topics include: product design, capital investment, facilities and equipment, maintenance, work methods and measurement, safety and health, production planning and control, materials management, project management and quality assurance. Current issues such as energy, ecology, productivity, and total quality management are discussed. Basic quantitative methods are introduced. *Prerequisites: MAT 110; MAT 151 or 146; MAT 210; MGT 352. Offered periodically.*

MGT 442 3 hours
Business Ethics
A course designed to analyze the ethical dilemmas described in case studies of managers in private and corporate businesses. Studies include philosophical foundations for Christian ethical model applications and the development of ethical dilemma resolution. Particular business ethics issues are studied that are realistic and relevant to many business professions. *Offered fall semester.*

MGT 450 1-4 hours
Directed Research
Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

MGT 452 3 hours
Strategic Management
An advanced course dealing with integrative issues in management, encompassing long-range and short-term objectives, planned and pursued in breadth and depth in an ever-changing environment. *Prerequisites: ECO 201; ACC 241; MGT 352. Offered spring semester.*

MGT 480 1-4 hours
Seminar
A limited-enrollment course designed especially for upper-class majors with emphasis on directed readings and discussion.

MGT 490 1-2 hours
Honors
Individualized study or research of an advanced topic within a student's major. *Open to students with at least a 3.00 GPA in the major field.*

Marketing Courses

MKT 170 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

MKT 231 3 hours
Principles of Marketing
A study of the many facets involved in the field of marketing. Emphasis is given to both the modern marketing system in today's international economy and to the marketing strategies of an organization. Topics include types of markets, market segmentation methods, research methods, product and service strategies, product planning, new product development, distribution channels, sales, advertising and pricing. Special emphasis is given to applications in international service and nonprofit disciplines.

MKT 270 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

MKT 312 3 hours
Professional Selling
A study of the discipline of the sales professional, including both sales strategies and sales management. Primary emphasis is given to business and industry sales applications. Topics include sales training, sales preparation, prospecting methods, types of presentations, handling buyer questions, closing methods, post-sales service and sales management. Course applications include the development and presentation of actual sales demonstrations in class. *Prerequisite: MKT 231. Offered fall semester.*

MKT 313 3 hours
Retailing and Services Marketing
A study of the creative and challenging field of retailing and service marketing, this course takes both a practical and conceptual approach. Topics include problems commonly encountered in service business including service quality, service guarantees, internal marketing, and assessing satisfaction. Additionally, standard marketing actions including consumer behavior, promotion, merchandise planning and buying, store layout and design, pricing, personnel management and careers relative to retailing and services marketing will be addressed. *Prerequisite: MKT 231. Offered periodically.*

MKT 360 1-4 hours
Independent Study
An individualized, directed study involving a specified topic.

MKT 370 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

MKT 380 3 hours
International Marketing
A study of the factors involved in marketing products and services in other countries. Major geopolitical regions are analyzed and evaluated through practical assignments. Topics include: market segmentation analysis, culture, language, values, finance, transportation and distribution networks, international pricing strategies, political structures, exporting organization, promotion and selling practices. Selected research projects and strategic plans provide students with practical applications of key marketing skills. *Prerequisite: MKT 231. Offered spring semester.*

MKT 393 4 hours
Practicum
Supervised learning involving a first-hand field experience or a project. Offered primarily during summer.

MKT 410 3 hours
Marketing Research
A course designed to provide students with a fundamental understanding of the role and methods of marketing research as a means to enhance the marketing strategies of any modern organization. Topics such as problem identification, proposal and research design, question and survey development, sampling methodology, data analysis, and report presentation are covered in both theory and application. *Prerequisites: MKT 231; MAT 210. Offered fall semester.*

MKT 412 3 hours
Advertising and Promotional Strategy
A study of the strategic use of advertising and promotional strategy in today's business environment. Students examine advertising and promotional strategy and its influence in the marketplace. Topics include advertising and promotional management, effectiveness, creative design, copy development, media selection, agencies and research. Practical experience is gained through the development of advertising and promotional campaigns using various media. *Prerequisite: MKT 231. Offered spring semester.*

MKT 445 3 hours
Best Practices in Marketing
The dynamic business environment requires marketing professionals to continually reassess their position relative to changes in the industry. This course is intended for senior marketing majors preparing to embark on a career in marketing. It will acquaint students with the best thinking and practice currently being pursued by leading organizations. Class sessions are conducted in a workshop or seminar format where students are expected to comment on cases, solve problems, and pose questions from the reading materials. *Prerequisite: MKT 231, Senior status preferred.*

MKT 450 1-4 hours
Directed Research
Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

MKT 460 3 hours
Consumer Behavior
A course which examines such fundamental areas as consumer decision-making, processes, information processing, external and internal influences and business effects on consumer purchase/choice patterns. An analysis of the psychological, social and economic influences on consumption. *Prerequisite: MKT 231. Offered spring semester.*

MKT 480 1-4 hours
Seminar
A limited-enrollment course designed especially for upper-class majors with emphasis on directed readings and discussion.

MKT 490 1-2 hours
Honors
Individualized study or research of an advanced topic within a student's major. *Open to students with at least a 3.00 GPA in the major field.*

Notes

Education

Chair, Professor C. Tyner
Professors A. Armstrong, C. Siler, P. Medows, Q. White
Associate Professors S. Abebe, A. Macomber
Assistant Professor R. Kraai
Instructor J. Fernando
Director of Teacher Certification N. Schwartz

Taylor University seeks to develop competent, caring, and reflective teachers prepared for world service. The belief that teachers who have experienced a vigorous professional preparation within the framework of evangelical Christian values will have a profound influence on the students they teach in public, private, or overseas schools pervades the education program approach. A comprehensive liberal arts curriculum provides the foundation for subject matter competence as well as lifelong learning, leadership and continued growth in the teaching profession. The department of education cooperates with other departments to ensure the development of high quality general education and major fields of study. Taylor University's teacher education program is accredited by NCATE (National Council for Accreditation of Teacher Education) and the Indiana Department of Education. Admission to, retention in and completion of an approved teacher education program at Taylor University is coordinated by the Director of Teacher Education.

Students seeking teaching certification may fulfill the requirements while earning either a bachelor of arts or bachelor of science degree. The bachelor of arts degree requires the completion of two years of one foreign language. The bachelor of science degree must be combined with curriculum requirements in education.

The teacher education programs are accredited by the National Council for Accreditation of Teacher Education and the Indiana Department of Education.

Students wishing to explore or prepare for the teaching profession should become involved in the teacher education program as early as possible in their college careers. It is advised that initial steps be taken as an entering freshman or as soon as possible after entering Taylor. Upon declaring a major area of study (elementary or secondary), the student is assigned an academic advisor. This academic advisor continues to advise the student throughout the entire program. However, by use of the curriculum guide for the chosen area of study, much of the student's planning may be self-directed. Curriculum guides containing course requirements for all teacher education programs offered at Taylor may be obtained from the department of education. The Teacher Education Program Student Handbook includes a 4-year program timeline and course sequence for general education, major and professional education courses that assist the students in planning their teacher education programs.

Admission to the Teacher Education Program: Step One

There is a formal admission procedure to the teacher education program. A student is admitted to the program upon completion of an official application form (initiated through the office of the Director of Teacher Certification) and favorable action by the Teacher Education Committee. The application should be completed during the first term of a student's sophomore year. Students are formally admitted to the teacher education program after completing three terms of college work, one of which must have been at Taylor. The Teacher Education Committee has established standards that students must meet in order to be admitted to and remain in the program. Factors encompassed by these standards are scholastic performance, communication skills, portfolio requirements, state qualifying scores for the Praxis I exam and departmental recommendation. Detailed explanations of these standards may be obtained from the Department of Education.

Admission to Supervised Internship (Student Teaching): Step Two

Subsequent to admission to the program, there is a formal admission procedure to student teaching. The application is initiated and facilitated through the Office of the Director of Field Experiences and should be prepared and ready for consideration (by the Teacher Education Committee) by the beginning of the sixth term. The factors considered by the Teacher Education Committee include: (1) successful completion of prerequisite courses; (2) departmental recommendation; (3) portfolio requirements; and (4) scholastic performance. Detailed explanations of these standards may be obtained from the Department of Education.

Scholastic Performance

Teacher education program standards include students passing all professional education and major courses with grades of C- or better. Also, a grade of C- or better in education courses must be achieved as a condition for taking sequential courses for which the course is a prerequisite.

Transfer of Credit from Other Institutions

Students seeking admission to the Taylor teacher education program through transfer from another institution must meet the standards required of regularly enrolled students. Credits are assessed by the Registrar. The Director of Teacher Certification, after consultation with the appropriate department chair, will accept transfer credit when the courses taken are equivalent to requirements on a designated major curriculum guide.

Field Experiences and Student Teaching

Field experiences with children and youth, with strong emphasis on multicultural education, are considered a vital part of teacher preparation. Beginning with the first professional education course and continuing through the senior year, such experiences are required for each prospective teacher. The culmination of these professional experiences occurs during the senior year with full-time student teaching. During this final experience, a student is expected to assume as much as possible the total responsibilities of a teacher. Student teaching is a 16-week fall or spring term activity.

Opportunities are provided for overseas student teaching. After completing a 10-week experience stateside, students may teach for six or more weeks in an overseas setting. Application for overseas student teaching must be submitted during the sophomore year. Applications are available in the Department of Education.

Comprehensive Exam Requirement

All elementary education majors are required to take the Elementary Education: Curriculum, Instruction and Assessments Specialty Area Test (Praxis II) and score 165 or above. Any elementary education major who does not successfully pass is provided opportunity to participate in a tutorial-guided instruction program under the direction of the Academic Enrichment Center to prepare for retaking the test or a departmental exam.

In secondary education, the comprehensive examination is in the major teaching field. A student is allowed a maximum of three attempts to pass the comprehensive examination in any single major.

Practicum

Opportunities for practicum experiences in rural, urban and overseas settings are available. A practicum is supervised learning involving a firsthand field experience or project. It is offered primarily during January interterm or summer with the consent of a supervising professor and the approval of the department chair. Under certain conditions a practicum may be required to demonstrate readiness for student teaching. In order to receive a grade, the experience or project must be supervised.

Fields of Study

Curricula that meet the licensing standards of the Division of Professional Standards are listed on the curriculum guides available to each student. Preparation for standard teaching licenses in the following fields is provided at Taylor.

Elementary Education (BA or BS)

Students seeking teaching certification may fulfill the requirements while earning either a bachelor of arts or bachelor of science degree. The bachelor of science degree must be combined with curriculum requirements in education. Additionally, the bachelor of arts degree requires the completion of two years sequential study in one foreign language.

The bachelor of arts or bachelor of science degree in elementary education (*kindergarten through 6th grade*) requires a minimum of 128 hours. Students are required to complete an elementary education core, professional education, general education, and elective courses. The major GPA is calculated using the courses marked with an asterisk (*). *Majors must take CAS 110 to meet their general education speaking requirement.*

General Education Core

BIB 110	3	Biblical Literature I
BIB 210	3	Biblical Literature II
CAS 110	3	Public Speaking
ENG 110	3	Expository Writing
ENG 230	3	World Literature
GEO 220	4	Regional Geography
HUM 250	1	Participation in the Arts
IAS 101	1	New Student Orientation
IAS 110	3	Foundations of Christian Thought
IAS 495	1	Senior Seminar
PHI 413	3	Contemporary Christian Belief
PHP 100	1	Fitness for Life
PHP 200	1	General Physical Education
PSY 240	3	Child Psychology
REL 313	3	Historic Christian Belief
EDU 384	1	Perspectives on Diversity
EDU 385	3	Diversity in the Classroom

Select one course from the following:

BIO 100	4	General Biology
ENS 200	3	Environment and Society

Select one course from the following:

HUM 230	4	Art as Experience
HUM 330	4	Arts and Ideas

Select one of the following physical or earth science courses:

CHE 100	4	Chemistry for Living
CHE 201	4	General Chemistry I
CHE 211	4	College Chemistry I
PHY 120	4	Experiences in Physical Science
PHY 203	4	General Physics
PHY 211	4	University Physics
PHY 201	3-4	Introductory Astronomy
ENS 241	4	Physical Geology
ENS 242	4	Geology of Indiana
GEO 210	4	Physical Geography
GEO 240	3	Introduction to Geology

Elementary Education Core

ART 300*	3	Art for Teachers
EDU 210*	3	Writing for Teachers
EDU 371*	3	Literature for Children and Adolescents
EDU 493*	3	Elementary Education Senior Capstone
HIS 124*	3	History of the United States to 1877
MAT 201*	4	Mathematics for Elementary Teachers I
MAT 202*	4	Mathematics for Elementary Teachers II
MUS 301*	3	Music in the Elementary Classroom
PHP 250*	3	Elementary School Health and Physical Education

Select one course from the following:

EDU 242*	3	Computers in Educational Settings
EDU 243*	1	Computer Application in Elementary Education

Must complete one of the following if EDU 243 was selected in the core:

COS 104	2	Computing and Information Concepts
COS 106	2	Computing and Information Concepts

Professional Education Core

EDU 150	3	Education in America
EDU 200	3	Introduction to Early Childhood Programs
EDU 210	3	Writing for Teachers
EDU 221	3	Teaching Science in the Elementary Classroom
EDU 260	3	Educational Psychology
EDU 310	2	Discipline and Classroom Management
EDU 351*	3	Methods and Materials for Elementary Teachers
EDU 355*	3	Early Literacy Experiences and Assessments: K-3
EDU 356*	3	Middle Childhood Literacy Experiences and Assessments: 4-6
EDU 415	1	Student Teaching Seminar
EDU 421	15	Supervised Internship in Elementary Schools
PSY 340	3	Adolescent Psychology
SED 320	3	Exceptional Children

Suggested Electives

EDU 115E	3	Teaching About Religion in the Public Schools
EDU 280	3	Communications and Language Arts in the Preschool and Kindergarten
EDU 290	3	Social Studies, Science and Mathematics in the Preschool and Kindergarten
EDU 393	4	Practicum—Cross-Cultural
EDU 370	1-4	Selected Topics
HIS 103	3	World History I
HIS 104	3	World History II
HIS 125	3	History of the United States since 1877
SOC 220	3	Ethnic and Minority Issues

Secondary Education - General Education Requirements

Students completing a secondary education program must complete the following general education requirements in addition to the major requirements listed under each department's section of the catalog.

General Education Core

BIB 110	3	Biblical Literature I
BIB 210	3	Biblical Literature II
CAS 110	3	Public Speaking
COS 104	2	Computing and Information Concepts
ENG 110	3	Expository Writing
HIS xxx	3-4	History Elective
HUM 250	1	Participation in the Arts
IAS 101	1	New Student Orientation
IAS 110	3	Foundations of Christian Thought
IAS 495	1	Senior Seminar
PHI 413	3	Contemporary Christian Belief
PHP 100	1	Fitness for Life
PHP 200x	1	General Physical Education
PHP 200x	1	General Physical Education
PSY 340	3	Adolescent Psychology
REL 313	3	Historic Christian Belief

Select one course from the following:

CAT 200	3	Performing Literature
ENG 230	3	World Literature
ENG 233	3	Literary London
ENG 240	3	American Literature
ENG 250	3	British Literature

Select one course from the following:

ECO 190	3	Issues in Economics
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
GEO 230	3	Political Geography
POS 100	3	American Politics
POS 211	3	World Politics
POS 213	3	International Political Economy
POS 331	3	Public Policy
SOC 100	3	Introduction to Sociology
SOC 210	3	Contemporary Social Issues
SOC 220	3	Ethnic and Minority Issues
SWK 200	3	Explorations in Social Work
SWK 320	3	Unleashing the Oppressed

Select one course from the following:

HUM 230	4	Art as Experience
HUM 330	4	Arts and Ideas

Select one course from the following:

MAT 110	3	Finite Mathematics
MAT 120	3	Investigations in Mathematics
MAT 140	3	Fundamental Calculus for Applications
MAT 145	3	Introduction to Functions and Calculus
MAT 151	4	Calculus I
MAT 180	3	Problem Solving
MAT 210	4	Introductory Statistics

*Select one course from the following:

BIO 100	4	General Biology
BIO 200	4	Human Nutrition
BIO 243	5	Human Anatomy and Physiology
BIO 244	4	Human Anatomy and Physiology
ENS 200	3	Environment and Society
ENS 231	4	Introduction to Environment Science

*Select one of the following physical or earth science courses:

CHE 100	4	Chemistry for Living
CHE 201	4	General Chemistry I
CHE 211	4	College Chemistry I
PHY 120	4	Experiences in Physical Science
PHY 203	4	General Physics
PHY 211	5	University Physics
PHY 201	3-4	Introductory Astronomy
ENS 241	4	Physical Geology
ENS 242	4	Geology of Indiana
GEO 210	4	Physical Geography
GEO 240	3	Introduction to Geology

*A minimum of seven hours must be completed of lab sciences.

Complete at least two Speaking (SP) designated courses, including EDU 431.

Complete at least two Writing (WR) designated courses, including EDU 210.

Complete at least one Cross Cultural (CC) designated course.

Junior High/Middle School Licensure

Elementary education majors may obtain a junior high/middle school license along with the elementary license. The licensure can be in the areas of language arts, mathematics, science, and social studies. Candidates must pass a separate licensure test as determined by the Division of Professional Standards.

Licensure Requirements

EDU 332	3	The Junior High/Middle School
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Select at least one of the following content areas:

Language Arts

CNM 255	3	Media and Society
ENG 211	3	Introduction to Creative Writing
ENG 212	4	Critical Approaches to Literature
ENG 230	3	World Literature
ENG 240	3	American Literature
ENG 302	4	Writing Theory and Grammar

Mathematics

MAT 201	4	Mathematics for Elementary Teachers I
MAT 202	4	Mathematics for Elementary Teachers II
MAT 210	4	Introductory Statistics
MAT 280	3	Mathematics in the Junior High/Middle School

Select one course from the following:

MAT 120	3	Investigations in Mathematics
MAT 180	3	Problem Solving

Select one option from the following:

MAT 140	3	Fundamental Calculus for Applications
MAT 151	4	Calculus I
†MAT 145	3	Introduction to Functions and Calculus
and		
†MAT 146	3	Functions and Calculus

†MAT 145 & 146 count as one option.

Science

BIO 100	4	General Biology
CHE 100	4	Chemistry for Living
ENS 200	3	Environment and Society

Select two of the following:

BIO 200	4	Human Nutrition
GEO 210	4	Physical Geography
GEO 240	3	Introduction to Geology
PHY 201	4	Introduction to Astronomy

Social Studies

GEO 220	4	Regional Geography
GEO 230	3	Political Geography
HIS 103	3	World History I
HIS 104	3	World History II
HIS 124	3	History of the United States to 1877
HIS 125	3	History of the United States since 1877

Select one course from the following:

ECO 190	3	Issues in Economics
POS 100	3	American Politics
PSY 200	3	Introduction to Psychology
SOC 220	3	Ethnic and Minority Issues

Teaching English to Speakers of Other Languages (TESOL) Licensure

For Education Majors

To receive the TESOL licensure, K-12 education majors must complete 24 credit hours, plus student teaching. This licensure is needed to be able to teach English to Speakers of Other Languages (ESOL) in the American public school system.

Licensure Requirements

EDU 260	3	Educational Psychology
EDU 384	1	Prospectives on Diversity
EDU 385	3	Diversity in the Classroom
EDU 415	1	ESL Student Teaching Seminar
EDU 421/431	15	ESL Supervised Internship
TSL 201	3	Introduction to TESOL
TSL 302	3	General Linguistics in TESOL
TSL 303	3	Methods of TESOL
TSL 304	3	Pedagogical Grammar and Adult Literacy
TSL 305	3	Second Language Acquisition
TSL 482	2	Practicum in TESOL

Electives

Select *one* elective from the following:

CAS 340	3	Intercultural Communication
ENG 230	3	World Literature
ENG 373	4	Literature of Cultural Diversity
FRE 3xx/4xx	3-4	Upper-Level French Course
GEO 220	4	Regional Geography
HIS 103	3	World History I
HIS 104	3	World History II
MUS 343	3	Music and World Cultures
PHI 322	3	World Religions: Western Traditions
PHI 323	3	World Religions: Eastern Traditions
POS 211	3	World Politics
REL 391	3	Preparation and Strategy for Christian World Mission
SOC 200	3	Cultural Anthropology
SOC 220	3	Ethic and Minority Issues
SPA 3xx/4xx	3-4	Upper-Level Spanish Course
SWK 200	3	Explorations in Social Work

Teaching English to Speakers of Other Languages (TESOL) Minor

For Non-Education Majors

Open to all majors, *except education majors*, the TESOL minor requires completion of 26-28 hours and will provide training to those interested in teaching English in international or non-public education contexts. The minor also provides additional cross-cultural and pedagogical training.

Minor Requirements

EDU 260	3	Educational Psychology
TSL 201	3	Introduction to TESOL
TSL 302	3	General Linguistics in TESOL
TSL 303	3	Methods of TESOL
TSL 304	3	Pedagogical Grammar and Adult Literacy
TSL 305	3	Second Language Acquisition
TSL 482	2	Practicum in TESOL

Electives

Select *two* electives from the following:

CAS 340	3	Intercultural Communication
ENG 230	3	World Literature
ENG 373	4	Literature of Cultural Diversity
FRE 3xx/4xx	3-4	Upper-Level French Course
GEO 220	4	Regional Geography
HIS 103	3	World History I
HIS 104	3	World History II
MUS 343	3	Music and World Cultures
PHI 322	3	World Religions: Western Traditions
PHI 323	3	World Religions: Eastern Traditions
POS 211	3	World Politics
REL 391	3	Preparation and Strategy for Christian World Mission
SOC 200	3	Cultural Anthropology
SOC 220	3	Ethic and Minority Issues
SPA 3xx/4xx	3-4	Upper-Level Spanish Course
SWK 200	3	Explorations in Social Work

Teaching English to Speakers of Other Languages (TESOL) Certificate

Requiring the completion of 11 credit hours, the department offers a Teaching English to Speakers of Other Language (TESOL) certificate for students who want to more effectively teach students for which English is a second or foreign language. The TESOL certificate exists to provide a broad base to anyone interested in TESOL, introduces students to the ELT field in North America and worldwide, and provides basic understanding of cross-cultural relations and TESOL theory, methods, and materials.

The student will be responsible for demonstrating his or her completion of the certificate requirements by submitting a completed application along with a copy of his or her transcript to the program director. Work in progress will be accepted. This certificate is awarded by the education department and does not include a transcript entry. Open to all majors, the TESOL Certificate is awarded by the Education Department and requires completion of 12 hours.

Certificate Requirements

TSL 201	3	Introduction to TESOL
TSL 302	3	General Linguistics in TESOL
TSL 303	3	Methods of TESOL
TSL 482	2	Practicum in TESOL

Special Education—Mild Intervention Licensure

Requiring the completion of 15 credit hours, the department offers a Special Education—Mild Intervention licensure that may be added to the Generalist: Early and Middle Childhood, Grades K-6 licensure. Licensure applicants must student teach with a licensed special education classroom teacher.

Licensure Requirements

SED 320	3	Exceptional Children
SED 330	3	Foundations of Special Education
SED 340	3	Assessment of Exceptional Learners
SED 350	3	Behavior Management
SED 355	3	Methods of Special Education

Early Childhood Education (AA)

In addition to the baccalaureate degree programs maintained by the department, an associate of arts degree 2-year curriculum in early childhood education is offered for students who wish to qualify for leadership positions in daycare centers, Headstart and preschool programs.

This program blends a series of liberal arts courses with practical experiences in field centers and professional content to prepare early childhood workers. The program includes two curriculum workshops that integrate the early childhood curriculum in the liberal arts with a multicultural/multiethnic emphasis, experience at field-based centers and a core curriculum. The student will spend at least three hours weekly in a field-based center (selected daycare, preschool or Headstart facility). This degree requires a minimum of 64 hours. *Majors must take CAS 110 to meet their general education speaking requirement.*

Scholastic Performance

Associate of Arts degree standards include students passing all professional education and major courses with grades of C- or better. Also, a grade of C- or better in education courses must be achieved as a condition for taking sequential courses for which the course is a prerequisite. Professional Education courses are indentified with an asterisk (*) in the listing below.

Major and General Education Requirements

ART 300	3	Art for Teachers	<i>Select <u>one</u> course from the following:</i>		
BIB 110	3	Biblical Literature I	COS 104	2	Computing and Information Concepts
BIB 210	3	Biblical Literature II	COS 106	2	Computing and Information Concepts
CAS 110	3	Public Speaking	<i>Select <u>one</u> course from the following:</i>		
*EDU 200	3	Introduction to Early Childhood Programs	ENG 230	3	World Literature
*EDU 223†	4	Supervised Field Experience in Early Childhood Education	HUM 230	4	Art as Experience
*EDU 280	3	Communication and Language Arts in the Preschool & Kindergarten	<i>Select <u>one</u> course from the following:</i>		
*EDU 290	3	Social Studies, Science and Mathematics in the Preschool & Kindergarten	SOC 381	3	Marriage and Family Systems
EDU384	1	Perspectives in Diversity	SWK 355	3	Helping Troubled Families
EDU 385	3	Diversity in the Classroom	<i>Select <u>one</u> mathematics or science course</i>		
*SED 320	3	Exceptional Children	†EDU 223 Supervised Field Experience in Early Childhood Education course must be taken twice		
ENG 110	3	Expository Writing			
HUM 250	1	Participation in the Arts			
IAS 101	1	New Student Orientation			
IAS 110	3	Foundations of Christian Thought			
MUS 301	3	Music in the Elementary Classroom			
PHP 100	1	Fitness for Life			
PHP 200	2	General Physical Education			
PSY 240	3	Child Psychology			

All-Grade Education (Kindergarten Through 12thGrade)

Preparation is offered for all-grade education in music, physical education, and arts. Requirements for the all-grade education major include general education, professional education, and subject matter concentration (see *departmental curriculum guides for detailed requirements*).

Early Adolescence and Adolescence/Young Adult

The following areas offer majors: English, French, mathematics, biology, chemistry, physics, physics/mathematics, physical science, social studies (economics, geographical perspectives, government and citizenship, psychology, sociology, historical perspectives), and Spanish. The student preparing to teach in secondary schools will select a teaching major. Requirements for the senior high, junior high and middle school education major include general education, professional education and subject matter concentration (see *departmental curriculum guides for detailed requirements*).

Transition to Teaching

The Transition to Teaching Program is an alternative licensure process designed for individuals who have previously graduated from college and wish to obtain an Indiana Teaching License. The elementary program is for grades K-5, and the secondary program is for grades 6-12. The program is composed of graduate courses and is online. Individuals interested in the Transition to Teaching Program should go to the following web address: <http://www.taylor.edu/online>.

Certification

All teacher education programs have been designed to meet Indiana certification requirements and have been approved by the Indiana Professional Standards Board. Students who meet graduation requirements, complete an approved teacher education program, successfully complete student teaching, and meet the Indiana qualifying scores on the required Praxis tests will be eligible for Indiana certification (a teaching license). The teacher certification office is responsible for verifying to the Division of Professional Standards that all requirements for certification have been met and for processing all applications for certification.

Indiana has an Interstate Agreement Contract with many states (reciprocity). However, additional requirements may need to be met in order to receive permanent certification in these states. Students who plan to teach outside of Indiana should obtain a current description of certification requirements from each state where they plan to teach, because requirements often change from year to year. Addresses and telephone numbers for every State Department of Education are available in the teacher certification office.

Education Courses

EDU 150 **3 hours** **Education in America**

A study of the historical, philosophical, and sociological foundations of education. The organization and role of the public school, P-12, in a multicultural society are examined. An analysis of teaching is made, including implications of some court cases related to teaching, concepts of teaching, and leadership roles. The course includes a study of multicultural and ethnic differences among students and the resulting effect on the teacher's role. Includes a field experience lab.

EDU 170 **1-4 hours** **Selected Topics**

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

EDU 200 **3 hours** **Introduction to Early Childhood Programs**

This course deals with the history of early childhood education and also takes an in-depth look at the qualities needed to become an effective early childhood teacher. Students study the professional aspects of developing appropriate curriculum and physical settings for the preschool and kindergarten classroom. Methods that meet the physical, emotional, social, mental, and spiritual developmental growth of young children are explored. Includes weekly observation of and participation with children in preschool, kindergarten, and Headstart programs. *Prerequisite: EDU 150.*

EDU 210 **3 hours** **Writing for Teachers**

Advanced writing class for prospective educators. Includes a research component, reading and writing in the disciplines, and a standardized grammar test (to be passed at the 80 percent level). Required for elementary and secondary majors seeking certification. Not required of English majors or minors. *Prerequisite: ENG 110.*

EDU 221 **3 hours** **Teaching Science in the Elementary Classroom**

This course is designed to introduce students to hands-on, inquiry based methods of teaching science in the elementary classroom. Content form physical sciences, life sciences, and earth/space sciences will be included. Course will include objectives and lesson plans linked to national and state standards; integration of reading, writing, and other content areas to science; and using a variety of assessment strategies. *Prerequisite: EDU 150.*

EDU 223 **4 hours** **Supervised Field Experience in Early Childhood Education**

A full-time, four-week participation experience in a preschool, daycare center, or Headstart. The student assumes a position of leadership with children under the supervision of qualified early childhood teachers. Students pursuing the AA degree complete this January interterm course two times, once in a day care center or Headstart and once in a preschool. *Prerequisite: EDU 280 or 290; or permission of instructor.*

EDU 242 **3 hours** **Computers in Educational Settings**

Key concepts of learning theory that have a direct bearing upon using microcomputer software are reviewed. Students become aware of a variety of software and hardware and its application to classroom instruction. Opportunities to develop word processing and programming skills are provided in the Academic Enrichment Center computer lab. *Meets the general education computer literacy requirement for elementary education majors.*

EDU 243 **1 hour** **Computer Applications in Elementary Education**

The course includes topics of CAI, hypermedia—multimedia development, distance learning, and educational simulations. The course examines the pedagogical value of computers. *EDU 243 fulfills the one hour of computer application general education requirement for elementary education majors. Prerequisite: COS 104 or 106.*

EDU 260 **3 hours** **Educational Psychology**

The study and application of learning theories and psychological concepts and principles to the teaching-learning process. The teacher's responsibility to all types of special needs students is explored. Cognitive, affective, and psychomotor aspects of the teaching-learning process are considered. Other topics included are statistics, tests and measurement, motivation, and classroom management. Includes a field experience lab. *Prerequisite: EDU 150.*

EDU 270 **1-4 hours** **Selected Topics**

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

EDU 280 **3 hours** **Communications and Language Arts in the Preschool and Kindergarten**

This course deals with the many areas involved in developing positive forms of communicating, with emphasis on nonverbal and listening skills, and examines the many facets of the language arts curriculum in public/private preschools and kindergartens. These include language development (ethnic, cultural, and disability awareness), teaching strategies and techniques utilizing a variety of visuals, reading readiness programs, and evaluation forms for children. Weekly observation of and participation with children in preschool, kindergarten, or Headstart helps students become aware of the wide abilities within these classrooms. *Offered every third semester.*

EDU 290 **3 hours** **Social Studies, Science and Mathematics in the Preschool and Kindergarten**

The many areas of the child's immediate world, including development of positive self-concepts, which are then broadened to a worldview, are studied in this course. Various teaching approaches are utilized to help children become aware of the home, family, and aspects of cultural and ethnic influence within their communities and how these affect values, standards, and morals within their homes and schools. The past, present, and future areas of science and mathematical readiness are all viewed as aids in developing this worldview. Weekly observation of and participation with children in preschool, kindergarten, and Headstart helps students become aware of meaningful teaching modes and methods of the areas covered in this course. *Offered every third semester.*

EDU 309 **1 hour** **Teaching in Secondary, Junior High/Middle Schools-Special Methods**

A junior level course taught in conjunction with the student's major department. Course focuses upon topics including diversity and multi-cultural education. The majority of course has student being placed in secondary schools for a laboratory field experience. Students will take the subject matter methods course during the same semester. *Prerequisites: EDU 150 and EDU 260 and approval into the Teacher Education Program. Corequisite: Subject matter methods course.*

- EDU 310** 2 hours
Discipline and Classroom Management
 This course is designed to assist students in developing practical skills and techniques for organizing the classroom and maintaining effective discipline. Students develop a plan for discipline and the classroom which utilizes a proactive approach based on positive ethical practices consistent with Christian and democratic principles. Several widely accepted discipline theories, along with the study of legal implications for teachers, are used in conjunction with observations and case studies to assist students in developing effective discipline skills. *Prerequisite: EDU 150.*
- EDU 322** 3 hours
Reading for Junior High/Middle School and Secondary Teachers
 Designed to provide practical procedures for developing effective reading skills at the junior high, middle, and secondary school levels. Attention centers on understanding the relationships between the processes of reading and the learning of content. Suggestions on how to meet the total range of student reading needs in the classroom are addressed. Methods and materials to enhance advanced comprehension and study skills of adolescents in a multicultural society are presented. Includes a field experience lab. *Prerequisites: EDU 150 and approval into the teacher education program.*
- EDU 328** 2 hours
Assessment for Student Learning
 Designed to assist students in developing practical skills and techniques to assess students in the P-12 classroom for student learning. Topics will include development of teacher-made tests, alternative/authentic/summative/formative assessments, standardized testing, parent communication, and the role of homework. In addition, the course will focus upon the linkage among assessment, student learning, and instructional strategies. *Prerequisites: EDU 150 and 260.*
- EDU 332** 3 hours
The Junior High/Middle School
 A study of the philosophy, development, and organization of middle schools and junior high schools. Examines through readings, seminars, field experiences, and classroom investigations the purpose, curriculum, and instructional strategies, including the use of appropriate media and technology, for effective teaching in junior high/middle schools. This course provides prospective teachers with knowledge and understanding of the adolescent, the school, and practical teaching activities. Includes a field experience lab. *Prerequisites: EDU 150, 260. Must be completed prior to student teaching.*
- EDU 351** 3 hours
Methods and Materials for Elementary Teachers
 An integrative approach of utilizing a variety of effective instructional methods and resources with content areas, including science and social studies, appropriate for elementary children. Strategies for working with diverse student populations and incorporating current educational technology competencies are included. *Prerequisites: EDU 150, 260, and approval into the teacher education program. Offered fall semester.*
- EDU 355** 3 hours
Early Literary Experiences and Assessments: K-3
 Course focuses upon the teaching and assessment of literacy in the early classroom. Topics include emergent literacy, word identification and recognition, fluency, and assessments. *Prerequisites: EDU 150, 260, and approval into the teacher education program. Corequisite: EDU 371. Offered fall semester.*
- EDU 356** 3 hours
Middle Childhood Literacy Experiences and Assessments: 4-6
 Course focuses upon the teaching and assessment of literacy in the middle childhood classroom. Topics include vocabulary, comprehension, study skills, content area literacy, and assessments. *Prerequisites: EDU 150, 260, 355 and approval into the teacher education program. Corequisite: EDU 351. Offered spring semester.*
- EDU 360** 1-4 hours
Independent Study
 An individualized, directed study involving a specified topic.
- EDU 370** 1-4 hours
Selected Topics
 A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*
- EDU 371** 3 hours
Literature for Children and Adolescents
 The various genres of children's literature and young adult literature are explored. Course focuses upon new literacy, multicultural literature, special needs, and other appropriate literature. Materials range from emergent books to young adult literature. *Prerequisites: EDU 150, 260, and approval into the teacher education program. Corequisite: EDU 355. Offered fall semester.*
- EDU 384** 1 hour
Perspectives on Diversity
 This seminar focuses on education in diverse settings. Emphasis is given to the impact of learning of social class, race/ethnicity, and English language proficiency through readings and discussions. The roles of local, state, and federal agencies in relationship to public educational policy are discussed and analyzed. Field-trip exploration of various schools and organizations serving diverse populations is a key component of the course. *Prerequisite: EDU 150. Meets general education civic engagement requirement. Offered fall and spring semesters. A class fee is necessary to cover field trip expenses.*
- EDU 385** 3 hours
Diversity in the Classroom
 This course provides a pre-student teaching experience working in a public school. Placements are in diverse settings in an urban area. Emphasis is given to application of and written reflection on issues explored in EDU 384. Observation, participation, and a limited amount of supervised classroom teaching are expected. *Prerequisite: EDU 260 and 384. Meets general education cross-cultural requirement. Offered January term.*
- EDU 393** 1-4 hours
Practicum
 Supervised learning involving a first-hand field experience or a project. Generally, one hour of credit is awarded for a minimum of 40 hours of practicum experience. *Offered primarily during summer.*
- EDU 415** 1 hour
Student Teaching Seminar
 This course is designed to assist students in developing practical skills and techniques for organizing the classroom and maintaining effective discipline. Students develop a plan for discipline and classroom management that utilizes a proactive approach based on positive ethical practices consistent with Christian and democratic principles. Several widely accepted discipline theories, along with the study of legal implications for teachers, are used in conjunction with observations and case studies to assist students in developing effective discipline plans. *Corequisite: EDU 421/431.*
- EDU 421** 15 hours
Supervised Internship in Elementary Schools
 Full-time teaching experiences for the intern at two grade levels under the supervision of public and private school and college personnel. Multicultural/multiethnic education placement is required in one of the experiences. *Prerequisites: (a) approval by the Teacher Education Committee; (b) EDU 150, 210, 260, 310, 351, 355, 356. Corequisite: EDU 415. Credit only.*
- EDU 431** 15 hours
Supervised Internship in Secondary Schools
 Full-time teaching experiences for the intern at two grade levels under the supervision of public school and college personnel. *Prerequisites: (a) approval of the Teacher Education Committee; (b) EDU 150, 210, 260, 310, 312. See individual majors for additional prerequisite courses. Corequisite: EDU 415. Credit only.*
- EDU 450** 1-4 hours
Directed Research
 Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.
- EDU 480** 1-4 hours
Seminar
 A limited-enrollment course designed especially for upper-class majors with emphasis on directed readings and discussion.
- EDU 490** 1-2 hours
Honors
 Individualized study or research of an advanced topic within a student's major. Open to students with at least a 3.00 GPA in the major field.
- EDU 493** 3 hours
Elementary Education Senior Capstone
 Students address current and future issues related to teaching through lectures, readings, school visits, and discussion. The integration of Christian philosophical concerns with the current role and responsibilities of teachers is emphasized. *Required Washington D.C. field trip. Fee required. Prerequisites: Approval into the Teacher Education Program. Offered J-Term only.*

Special Education Courses

SED 320 3 hours
Exceptional Children

This course is designed to prepare the teacher for the challenge of meeting the needs of exceptional children in the regular classroom. A general study of exceptional children focuses on mainstreamed and included special education students. Various topics included are identification of exceptional children, their characteristics and special needs, delivery of services, instructional methods and techniques, and evaluation. *Prerequisite: EDU 150.*

SED 330 3 hours
Foundations of Special Education

A study of the profession of special education, this course deals with the philosophical, historical, ethical, and legal foundations of special education. The responsibilities and rights of students, their parents, all involved educators and other professionals are studied as they relate to meeting the needs of exceptional learners. *Prerequisite: SED 320*

SED 340 3 hours
Assessment of Exceptional Learners

This course focuses on formal and informal assessments used to identify, plan for, and teach students with exceptional needs, including the use of that information to develop individual education plans. Communication of that information with students, parents, and other professionals is discussed. Includes a field experience lab. *Prerequisites: SED 320, 330; EDU 260*

SED 350 3 hours
Behavior Management

Managing the learning environment of students with special needs is the focus of this course. Topics covered include behavioral assessments and their use in developing behavior intervention plans for exceptional students, as well as the legal implications of laws and regulations regarding the implementation of these plans in various learning environments. *Prerequisites: SED 320, 330; EDU 260*

SED 355 3 hours
Methods of Special Education

Methods and materials used in the intervention of exceptional learners are presented in this course. Strategies of instruction in the least restrictive environment, modification of curriculum, and collaboration and consultation across the spectrum of services are presented in conjunction with the daily teaching and planning required of students' individual education plans. Includes a field experience lab. *Prerequisites: SED 320, 330; EDU 260. Offered fall semester.*

Teaching English to Speakers of Other Languages (TESOL) Courses

TSL 201 3 hours
Introduction to TESOL

Foundations of second language acquisition and teaching principles for those interested in Teaching English to Speakers of Others Languages (TESOL). Examines cross-cultural education dynamics, cultural competency skills, and both domestic and international teaching opportunities. Introduces elements of effective language teaching in the ESOL classroom. Includes 10 hours of TESOL observation/cross-cultural experience.

TSL 302 3 hours
Language and Culture

Introductory course providing brief overview of phonology, morphology, syntax, semantics, and pragmatics. Examines areas of phonetics and language variations (such as language and power, socioeconomic status, regionalisms, ethnicity, bilingualism, multilingualism, globalization, etc.) in more depth. *Prerequisite: TSL 201.*

TSL 303 3 hours
Methods of TESOL

Teaching methods and techniques, curriculum development, educational technology, and teaching language skills in TESOL settings. Examines practical aspects of planning, teaching, and evaluating in ESOL settings. Includes a 15-20 hour field experience lab. *Prerequisite: TSL 201.*

TSL 304 3 hours
Second Language Acquisition

Review of past and present language teaching methods and theories and issues in second language acquisition. *Prerequisites: TSL 201, 302, and 303.*

TSL 305 3 hours
Pedagogical Grammar and Adult Literacy

Provides students with an understanding of selected grammatical structures and how to teach English grammar. Examines aspects of teaching adult literacy in the English language classroom. *Prerequisites: TSL 201, 302, and 303.*

TSL 482 2 hours
Practicum in TESOL

Supervised ESOL teaching experience totaling 80 hours. *Prerequisites: TSL 201, 302, and 303.*

Notes

Physical Education and Human Performance

Chair, Associate Professor A. Fincannon
Professors J. Romine, D. Taylor
Associate Professors T. Krause, J. Marsee, P. Patterson, L. Winterholter
Assistant Professors E. Hayes, D. Johnson, A. Stucky
Instructors B. Smith, G. Wolfe

The physical education and human performance department has two major purposes: (1) to prepare competent, caring and reflective Christian leaders for world service in coaching, exercise science, health, physical education and sport management; and (2) to help students acquire the skills and attitudes for lifetime wellness, as well as wholesome and active use of their leisure time.

Baccalaureate degrees are offered in health and physical education (teacher education), sport management and exercise science. A coaching certificate is offered through the department for students who are interested in studying sport and coaching. Candidates for the bachelor of arts degree must complete two years of a foreign language.

The three-hour PHP requirement in general education must be met by taking PHP 100 and two hours of PHP 200 in two different activities (one hour of PHP 200 credit may be met by taking PHP 300, 302, 333 or 334). Elementary education majors satisfy one hour of PHP 200 by taking PHP 250.

Health and Physical Education (Teacher Education)

Students who meet graduation requirements in the physical education teacher education program, successfully complete student teaching, and meet the Indiana qualifying scores on the required Praxis I and Praxis II tests will be eligible for Indiana certification. The Physical Education Teacher Education program meets all of the Indiana Professional Standards Board performance standards. Students planning to be certified in states other than Indiana have the responsibility of determining certification requirements in those states. Detailed curriculum guides are available from the education department and the physical education and human performance department.

Health and Physical Education (BS)

Students completing the bachelor of science degree or bachelor of arts degree with a major in health and physical education for K-12 certification must complete 128 total hours and 54 hours in the major. *Majors must take CAS 110 to meet their general education speaking requirement.*

Professional Education

EDU 150	3	Education in America
EDU 210	3	Writing for Teachers
EDU 260	3	Educational Psychology
EDU 309	1	Teaching in Secondary, Junior High/Middle School-Special Methods
EDU 310	2	Discipline and Classroom Management
EDU 415	1	Student Teaching Seminar
EDU 431	15	Supervised Internship in Secondary Schools
PHP 309	3	Special Methods of Teaching Secondary Physical Education
PSY 350	3	Child and Adolescent Psychology
SED 320	3	Exceptional Children

Health and Physical Education Requirements

BIO 244	4	Human Anatomy and Physiology I
BIO 245	4	Human Anatomy and Physiology II
PHP 111	3	Introduction to Human Performance
PHP 213	2	Substance Abuse Education
PHP 214	3	Health and Sexuality
PHP 225	3	Care and Prevention of Athletic Injuries
PHP 252	3	Methods of Teaching Elementary Physical Education
PHP 271	1	CPR for Healthcare Providers
PHP 275	3	Methods of Sport Skills and Activities
PHP 301	3	Methods of Teaching Secondary Health
PHP 316	3	Applied Nutrition
PHP 324	2	Motor Learning
PHP 380	2	Evaluation of Physical Education
PHP 381	3	Kinesiology
PHP 382	3	Physiology of Exercise
PHP 392	2	Adapted Physical Education and Recreation
PHP 402	3	Administration of Human Performance
PHP 472	2	Psychology of Coaching

Team Sports or Individual Sports

Select a minimum of *two* courses from the following:

PHP 200F	1	Softball
PHP 200K	1	Basketball
PHP 200M	1	Challenge Course Adventure
PHP 200Q	1	Outdoor Activities
PHP 200S	1	Soccer
PHP 200V	1	Volleyball
PHP 200Z	1	Athletic Participation
PHP 393	1-4	Practicum (Department Approved – PHP 200)

Select *one* course from the following:

PHP 231	2	Officiating of Men's & Women's Sports
PHP 270	2	Selected Topics
PHP 361	2	Coaching of Football
PHP 362	2	Coaching of Volleyball
PHP 363	2	Coaching of Basketball
PHP 364	2	Coaching of Baseball
PHP 365	2	Coaching of Softball
PHP 366	2	Coaching of Track and Field

Exercise Science

The exercise science major is designed to prepare students for two differing areas of this field: (1) for the student who wants to enter the field of health, sport science and human performance in biomechanics, strength and conditioning specialist, personal trainer, director of fitness or health related programs; or (2) as a preparatory degree to enter the field of occupational therapy, physical therapy, sports medicine and exercise physiology [graduate school will be required for many of these professions].

Exercise Science/Exercise and Fitness Concentration (BA)

The bachelor of arts degree with a major in exercise science and a concentration in exercise and fitness requires two years of sequential study in one foreign language and 51 hours in the major.

Major Requirements

BIO 244	4	Human Anatomy and Physiology I
BIO 245	4	Human Anatomy and Physiology II
PHP 111	3	Introduction to Human Performance
PHP 210	1	Human Performance Technology
PHP 213	2	Substance Abuse Education
PHP 215	2	Health, Exercise, and Aging
PHP 217	3	Wellness Programs
PHP 225	3	Care and Prevention of Athletic Injuries
PHP 271	1	CPR for Healthcare Providers
PHP 316	3	Applied Nutrition
PHP 318	2	Therapeutic Exercise and Rehabilitation
PHP 346	2	Public and Community Health
PHP 353	3	Physical Fitness Assessment
PHP 381	3	Kinesiology
PHP 382	3	Physiology of Exercise
PHP 393	1	Practicum A (Taylor KSAC Well)
PHP 393	1	Practicum B (Shadowing a Professional)
PHP 402	3	Administration of Human Performance
PHP 453	3	Physical Fitness Prescription
PHP 492	4	Internship

Suggested Electives for Areas of Specialization

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
CAS 261	3	Introduction to Public Relations
ENT 420	3	Creativity and Concept Development
ENT 422	3	New Venture Planning
MAT 210	4	Introductory Statistics
MGT 201	3	Business Basics Boot Camp
MGT 352	3	Management Analysis and Practice
MKT 231	3	Principles of Marketing
PHP 214	3	Health and Sexuality
PHP 317	2	EKG and Stress Testing
PHP 324	2	Motor Learning
PHP 328	3	Principles of Strength Training
PHP 355	2	Research Methods in Exercise Science
PHP 360	1-4	Independent Study
PHP 370	1-4	Selected Topics
PHP 392	2	Adapted Physical Education and Recreation
PHP 472	2	Psychology of Coaching
PSY 200	3	Introduction to Psychology
PSY 250	3	Life Span Development
PSY 410	3	Motivation
PSY 441	3	Physiological Psychology

Exercise Science/Exercise and Fitness Concentration (BS)

The bachelor of science degree with a major in exercise science and a concentration in exercise and fitness requires 65 hours in the major.

Major Requirements

BIO 244	4	Human Anatomy and Physiology I
BIO 245	4	Human Anatomy and Physiology II
PHP 111	3	Introduction to Human Performance
PHP 210	1	Human Performance Technology
PHP 213	2	Substance Abuse Education
PHP 215	2	Health, Exercise, and Aging
PHP 217	3	Wellness Programs
PHP 225	3	Care and Prevention of Athletic Injuries
PHP 271	1	CPR for Healthcare Providers
PHP 316	3	Applied Nutrition
PHP 318	2	Therapeutic Exercise and Rehabilitation
PHP 346	2	Public and Community Health
PHP 353	3	Physical Fitness Assessment
PHP 381	3	Kinesiology
PHP 382	3	Physiology of Exercise
PHP 393	1	Practicum A (Taylor KSAC Well)
PHP 393	1	Practicum B (Shadowing a Professional)
PHP 402	3	Administration of Human Performance
PHP 453	3	Physical Fitness Prescription
PHP 492	4	Internship

Electives

Select at least 14 hours from:

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
CAS 261	3	Introduction to Public Relations
ENT 420	3	Creativity and Concept Development
ENT 422	3	New Venture Planning
MAT 210	4	Introductory Statistics
MGT 201	3	Business Basics Boot Camp
MGT 352	3	Management Analysis and Practice
MKT 231	3	Principles of Marketing
PHP 214	3	Health and Sexuality
PHP 317	2	EKG and Stress Testing
PHP 324	2	Motor Learning
PHP 328	3	Principles of Strength Training
PHP 355	2	Research Methods in Exercise Science
PHP 360	1-4	Independent Study
PHP 370	1-4	Selected Topics
PHP 392	2	Adapted Physical Education and Recreation
PHP 472	2	Psychology of Coaching
PSY 200	3	Introduction to Psychology
PSY 250	3	Life Span Development
PSY 410	3	Motivation
PSY 441	3	Physiological Psychology

Exercise Science/Pre-Professional Concentration (BA)

The bachelor of arts degree with a major in exercise science and a pre-professional concentration requires two years of sequential study in one foreign language and 58 hours in the major.

Major Requirements

BIO 101	4	Principles of Cell Biology
BIO 244	4	Human Anatomy and Physiology I
BIO 245	4	Human Anatomy and Physiology II
PHP 111	3	Introduction to Human Performance
PHP 210	1	Human Performance Technology
PHP 225	3	Care and Prevention of Athletic Injuries
PHP 271	1	CPR for Healthcare Providers
PHP 316	3	Applied Nutrition
PHP 317	2	EKG and Stress Testing
PHP 318	2	Therapeutic Exercise and Rehabilitation
PHP 353	3	Physical Fitness Assessment
PHP 355	2	Research Methods in Exercise Science
PHP 381	3	Kinesiology
PHP 382	3	Physiology of Exercise
PHP 393	1	Practicum A (Taylor KSAC Well)
PHP 393	1	Practicum B (Shadowing a Professional)
PHP 402	3	Administration of Human Performance
PHP 450	2	Directed Research
PHP 453	3	Physical Fitness Prescription
PHP 482	3	Advanced Physiology of Exercise
PHP 492	4	Internship

Select one course from the following:

MAT 210	4	Introductory Statistics
PSY 330	3	Statistics and Design in Psychological Research
SOC 355	3	Applied Social Statistics

Recommended Electives for Areas of Specialization

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
BIO 200	4	Human Nutrition
BIO 331	4	Comparative Anatomy
BIO 452	4	Animal Physiology
BIO 471	4	Microbiology and Immunology

Recommended Electives for Areas of Specialization

CAS 261	3	Introduction to Public Relations
CHE 201	4	General Chemistry I
CHE 202	4	General Chemistry II
CHE 211	4	College Chemistry I
CHE 212	4	College Chemistry II
CHE 311	4	Organic Chemistry I
CHE 312	4	Organic Chemistry II
CHE 411	3	Biochemistry I
CHE 412	3	Biochemistry II
ECO190	3	Issues in Economics
MAT 140	3	Fundamental Calculus for Applications
MAT 145	3	Introduction to Functions and Calculus
MAT 146	3	Functions and Calculus
MAT 151	4	Calculus I
MGT 352	3	Management Analysis and Practice
MKT 231	3	Principles of Marketing
PHP 213	2	Substance Abuse Education
PHP 215	2	Health, Exercise, and Aging
PHP 217	3	Wellness Programs
PHP 315	3	Methods of Rehabilitation
PHP 324	2	Motor Learning
PHP 327	3	Physical Assessment
PHP 346	2	Public and Community Health
PHP 360	1-4	Independent Study
PHP 392	2	Adapted Physical Education and Recreation
PHP 472	2	Psychology of Coaching
PHY 203	4	General Physics I
PHY 204	4	General Physics II
PHY 211	4	University Physics I
PHY 212	5	University Physics II
PSY 200	3	Introduction to Psychology
PSY 220	3	Sport Psychology
PSY 250	3	Life Span Development
PSY 300	4	Abnormal Psychology
PSY 410	3	Motivation
SYS 101	3	Introduction to Systems

Exercise Science/Pre-Professional Concentration (BS)

This course of study is recommended for students interested in preparing for graduate school for Physical Therapy, Occupational Therapy, Cardiac Rehabilitation, and other allied health fields. The bachelor of science degree with a major in exercise science and a pre-professional concentration requires 72 hours in the major.

Major Requirements

BIO 101	4	Principles of Cell Biology
BIO 244	4	Human Anatomy and Physiology I
BIO 245	4	Human Anatomy and Physiology II
PHP 111	3	Introduction to Human Performance
PHP 210	1	Human Performance Technology
PHP 225	3	Care and Prevention of Athletic Injuries
PHP 271	1	CPR for Healthcare Providers
PHP 316	3	Applied Nutrition
PHP 317	2	EKG and Stress Testing
PHP 318	2	Therapeutic Exercise and Rehabilitation
PHP 353	3	Physical Fitness Assessment
PHP 355	2	Research Methods in Exercise Science
PHP 381	3	Kinesiology
PHP 382	3	Physiology of Exercise
PHP 393	1	Practicum A (Taylor KSAC Well)
PHP 393	1	Practicum B (Shadowing a Professional)
PHP 402	3	Administration of Human Performance
PHP 450	2	Directed Research
PHP 453	3	Physical Fitness Prescription
PHP 482	3	Advanced Physiology of Exercise
PHP 492	4	Internship

Select one course from the following:

MAT 210	4	Introductory Statistics
PSY 330	3	Statistics and Design in Psychological Research
SOC 355	3	Applied Social Statistics

Electives

Select at least 14 hours from:

BIO 331	4	Comparative Anatomy
BIO 471	4	Microbiology and Immunology
CHE 201	4	General Chemistry I
CHE 202	4	General Chemistry II
CHE 211	4	College Chemistry I
CHE 212	4	College Chemistry II
CHE 311	4	Organic Chemistry I

CHE 312	4	Organic Chemistry II
CHE 411	3	Biochemistry I
CHE 412	3	Biochemistry II
MAT 140	3	Fundamental Calculus for Applications
MAT 145	3	Introduction to Functions and Calculus
MAT 146	3	Functions and Calculus
MAT 151	4	Calculus I
PHP 324	2	Motor Learning
PHP 360	1-4	Independent Study
PHY 203	4	General Physics I
PHY 204	4	General Physics II
PHY 211	4	University Physics I
PHY 212	5	University Physics II
PSY 250	3	Life Span Development
PSY 300	4	Abnormal Psychology

Suggested Electives for Areas of Specialization

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
BIO 200	4	Human Nutrition
BIO 452	4	Animal Physiology
BIO 471	4	Microbiology and Immunology
CAS 261	3	Introduction to Public Relations
ECO190	3	Issues in Economics
MGT 352	3	Management Analysis and Practice
MKT 231	3	Principles of Marketing
PHP 213	2	Substance Abuse Education
PHP 215	2	Health, Exercise, and Aging
PHP 217	3	Wellness Programs
PHP 315	3	Methods of Rehabilitation
PHP 327	3	Physical Assessment
PHP 346	2	Public and Community Health
PHP 360	1-2	Independent Study
PHP 392	2	Adapted Physical Education and Recreation
PHP 472	2	Psychology of Coaching
PSY 200	3	Introduction to Psychology
PSY 220	3	Sport Psychology
PSY 410	3	Motivation
SYS 101	3	Introduction to Systems

Coaching Certificate

The department offers a 15-18 hour coaching certificate for any student interested in training and preparation for the coaching profession. Students from any major are eligible for this course of study. The certificate helps prepare students for opportunities in coaching, leading camps, youth athletic ministry opportunities, and recreational leadership. Application for completion of the coaching certificate should be initiated with the chair of the department.

Certificate Requirements

Select one option from the following:

Option I

PHP 393	4	Practicum
PHP 220	4	Principles of Coaching

Option II

PHP 225	3	Care and Prevention of Athletic Injuries
PHP 382	3	Physiology of Exercise
PHP 402	3	Administration of Human Performance
PHP 472	2	Psychology of Coaching

Select a minimum of four hours from:

PHP 251	2	Coaching of Volleyball
PHP 261	2	Coaching of Basketball
PHP 312	2	Coaching of Baseball and Softball
PHP 333	1	Water Safety Instructor
PHP 361	2	Coaching of Football
PHP 370	1-4	Selected Topics (<i>in coaching other sports</i>)
PHP 372	2	Coaching of Track and Field

Electives

Select three hours of electives not previously used from:

*PHP 200F	1	Softball
*PHP 200K	1	Basketball
*PHP 200T	1	Tennis
*PHP 200V	1	Volleyball
*PHP 200W	1	Weight Training
PHP 200Z	1	Athletic Participation
PHP 225	3	Care and Prevention of Athletic Injuries
PHP 231	2	Officiating of Men's and Women's Sports
PHP 271	1	CPR for Healthcare Providers
PHP 272	1	First Aid
PHP 381	3	Kinesiology
PHP 382	3	Physiology of Exercise
PHP 402	3	Administration of Human Performance
PHP 472	2	Psychology of Coaching

*Only one hour from PHP 200F, 200K, 200T, 200V, or 200W may be applied. In addition, elective courses cannot count as both an elective and a substitute for PHP 220.

Sport Management

The sport management major blends two disciplines: business and physical education. This major addresses the Taylor emphasis on Christian service in a growing area of sport business. The student will learn to identify and understand the internal and external factors that shape sports in a culture, apply management skills and evaluate the goals of a variety of sport organizations (high school, college, and professional), and be able to apply fundamental marketing concepts to the sports industry. The student majoring in sport management will become familiar with the various agencies governing sports from the professional, collegiate, high school, and amateur levels. An internship is required for both baccalaureate degrees in sport management.

The sport management major follows the Sport Management Program Standards and Review Protocol from the National Association for Sport and Physical Education (NASPE) and the North American Society for Sport Management (NASSM). Taylor students will be adequately prepared for sport management graduate study or entrance into a sport business career.

Sport Management (BA)

The bachelor of arts degree with a major in sport management requires two years of one foreign language and 50 hours.

Major Requirements

ACC 241	3	Accounting Principles I
ECO 190	3	Issues in Economics
HRM 362	3	Human Resource Management
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MKT 231	3	Principles of Marketing
PHP 111	3	Introduction to Human Performance
PHP 210	1	Human Performance Technology
PHP 220	4	Principles of Coaching
PHP 350	3	Sport Management
PHP 351	3	Sport Public Relations
PHP 480	2	Seminar in Sport Management
PHP 492	4	Internship

Electives

Select 12 hours of electives from:

ACC 242	3	Accounting Principles II
CAS 120	3	Interpersonal Communication
CAS 261	3	Introduction to Public Relations
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
FIN 361	3	Corporate Finance
MAT 210	4	Introductory Statistics
MGT 411	3	Advanced Business Law
MGT 442	3	Business Ethics
MGT 452	3	Strategic Management
MKT 312	3	Professional Selling
MKT 410	3	Marketing Research
MKT 412	3	Advertising and Promotional Strategy
PHP 355	2	Research Methods in Exercise Science
PHP 360	1-2	Independent Study
PHP 393	1-4	Practicum
PHP 402	3	Administration of Human Performance
PHP 472	2	Psychology of Coaching
PSY 220	3	Sport Psychology

Sport Management (BS)

The bachelor of science degree with a major in sport management requires 64-66 hours.

Major Requirements

ACC 241	3	Accounting Principles I
ACC 242	3	Accounting Principles II
ECO 201	4	Principles of Microeconomics
ECO 202	3	Principles of Macroeconomics
HRM 362	3	Human Resource Management
MGT 311	3	Business Law
MGT 352	3	Management Analysis and Practice
MKT 231	3	Principles of Marketing
PHP 111	3	Introduction to Human Performance
PHP 220	4	Principles of Coaching
PHP 350	3	Sport Management
PHP 351	3	Sport Public Relations
PHP 355	2	Research Methods in Exercise Science
PHP 480	2	Seminar in Sport Management
PHP 492	4	Internship

Additional Major Requirements

MGT 260	3	Business Systems Applications
SYS 101	3	Introduction to Systems

Select one option from the following:

MAT 151	4	Calculus I
†MAT 145	3	Introduction to Functions and Calculus
and		
†MAT 146	3	Functions and Calculus

†MAT 145 & 146 count as one option.

Electives

Select nine hours of electives from:

CAS 120	3	Interpersonal Communication
CAS 261	3	Introduction to Public Relations
FIN 361	3	Corporate Finance
MAT 210	4	Introductory Statistics
MGT 411	3	Advanced Business Law
MGT 442	3	Business Ethics
MGT 452	3	Strategic Management
MKT 312	3	Professional Selling
MKT 410	3	Marketing Research
MKT 412	3	Advertising and Promotional Strategy
PHP 360	1-2	Independent Study
PHP 393	1-4	Practicum
PHP 402	3	Administration of Human Performance
PHP 472	2	Psychology of Coaching
PSY 220	3	Sport Psychology

Physical Education and Human Performance Courses

PHP 100

1 hour

Fitness for Life

A course on the importance of wellness, including the spiritual basis, and how individuals can achieve a state of wellness in their lives. Content includes the health-related components of physical fitness, hypokinetic diseases, nutrition, AIDS and sexuality, substance abuse, cancer, and stress management. Students are expected to engage in a program of regular physical activity during the semester, and a battery of tests is given to assess each student's level of physical fitness. This course, a requirement for all students, satisfies one of the three general education requirements in PHP.

PHP 111

3 hours

Introduction to Human Performance

This course is an introduction to the fields of health, physical education, sport, and fitness. The content includes a study of play; definitions, objectives, history, and philosophies of these fields; basic content of movement; and contemporary issues and possible careers in these fields. Offered fall and spring semesters.

PHP 170

1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. May count toward the departmental major and general education requirements.

†**PHP 200I**—The individualized physical education course is designed for students who fit into one of the following categories: (1) the student has a physical problem that prohibits completion of another PHP 200 course; (2) the student would like to do an activity that is not offered as an PHP 200 course; or (3) the student is near graduation and cannot schedule another PHP 200 course. Students design personal physical fitness programs that must include cardiovascular activities and then engage in those physical fitness programs throughout the semester. Pre- and post-physical fitness assessments are administered, and a cognitive assignment is required. Students must apply to and be approved by the instructor in order to register for the course. Prerequisites: PHP 100 and PHP 200 (1 credit).

†**PHP 200Z**—The athletic participation course is designed for students who compete on an NAIA intercollegiate athletic team. New student athletes will complete this course and required academic program in the first term in which they are participating in the sport. Students must apply and be approved by the athletic director and PHP department chair to receive academic credit for this course. Credit will not be given retroactively for athletic participation. Credit may be elected only one time.

PHP 200x

1 hour

General Physical Education Activity and Aerobic Courses

These courses encourage students to adopt an active physical lifestyle and maintain physical fitness and wellness throughout their lives. Students learn about activities and develop skills for participation in lifetime sports. A variety of courses are offered each semester from the list below. Prerequisite: PHP 100.

PHP 200A	Aerobic Conditioning
PHP 200AW	Aerobic Walking
PHP 200B	Badminton
PHP 200C	Weight Control and Fitness
PHP 200CC	Camping and Canoeing (offered summers)
PHP 200D	Square Dance
PHP 200F	Softball
PHP 200FD	Folk Dances of Other Cultures
PHP 200FF	Fly Fishing
PHP 200FN	Functional Fitness
PHP 200G	Golf
PHP 200H	Beginning Horsemanship
†PHP 200I	Individualized Physical Education
PHP 200J	Acting
PHP 200JG	Jogging
PHP 200K	Basketball
PHP 200L	Bowling
PHP 200M	Challenge Course Adventure
PHP 200N	Total Fitness
PHP 200P	Personal Fitness
PHP 200PB	Pickleball
PHP 200Q	Outdoor Activities
PHP 200R	Racquetball
PHP 200RU	Running
PHP 200S	Soccer
PHP 200T	Tennis
PHP 200U	Circuit Training
PHP 200V	Volleyball
PHP 200W	Weight Training
PHP 200WA	Well Aerobics
PHP 200Y	Cycling
†PHP 200Z	Athletic Participation

PHP 210

1 hour

Human Performance Technology

Students are introduced to a variety of general and specialized applications of microcomputers and related technologies available to the PHP major. Lab opportunities include the Academic Enrichment Center computer lab, Zondervan Library student computer lab, training and rehabilitation rooms, and field trips. Prerequisite: COS 104 or 106. Offered fall semester.

PHP 213 2 hours
Substance Abuse Education
The course is designed to prepare professionals for drug education. The scope of the course is wide and includes the following basic areas: drug terminology, pharmacology, psychodynamics, legal and law enforcement perspectives, social and cultural determinants, ethical and moral alternatives, behavioral aspects, and educational strategies. A strong emphasis is placed on developing guidelines for decision making in our society. The purpose is to exchange the best amount of information on drug use, misuse, and abuse available. *Offered spring semester of even years.*

PHP 214 3 hours
Health and Sexuality
This course is designed to prepare future health educators to teach the relationship between health and human sexuality. The class activities will include lectures/discussions, peer teaching, development of an abstinence-based curriculum, and lectures by outside resource personnel. *Offered fall semester of even years.*

PHP 215 2 hours
Health, Exercise, and Aging
The course is designed to examine common health-related physiological changes, current issues, and concerns as they pertain to the aging individual. *Prerequisites: PHP 100; PHP 111 or permission of instructor. Offered spring semester of odd years.*

PHP 217 3 hours
Wellness Programs
This course is a study of the philosophy, goals, objectives, organization, content, and methods of wellness programs. Characteristics of various clientele and how programs can be developed to meet their specific needs will be studied. *Prerequisite: PHP 111. Offered spring semester of odd years.*

PHP 220 4 hours
Principles of Coaching
This course is a study of the duties and responsibilities of coaches and the potential problems and issues they may face. The content will include the four major areas of coaching certification programs: medical aspects, physiological aspects, psychological aspects, and organization and administration aspects. Methods and strategies of handling the responsibilities and the problems will be studied. *Offered fall semester of even years.*

PHP 225 3 hours
Care and Prevention of Athletic Injuries
Instruction and practical lab experience dealing with the history, organizational, and administrative concerns of sports medicine; the classifications and characteristics of athletic injuries; and the physiological responses and treatment of those injuries, as well as sport-specific concerns about emergency care, strength and conditioning, nutrition, and protective sports devices used by the coach and athletic trainer. *Prerequisite: PHP 111. Offered fall and spring semesters.*

PHP 231 2 hours
Officiating of Men's and Women's Sports
A study of the officiating skills and techniques needed for various men and women's sports. The opportunity to earn official's rating is provided. *Offered fall semester of odd years.*

PHP 250 3 hours
Elementary School Health and Physical Education
A course designed to equip the elementary education student with a basic understanding of teaching concepts associated with physical education activities and appropriate health and safety practices. Fundamental content of the areas of physical education, health, and safety, as well as teaching methods, are explored. *Prerequisite: PHP 100.*

PHP 252 3 hours
Methods of Teaching Elementary Physical Education
Students learn how to teach elementary physical education by studying and practicing various teaching methods with peers or other groups. The content of the elementary physical education curriculum, motor development, and characteristics of elementary school children are also studied. *Prerequisite: PHP 111. Offered fall semester of odd years.*

PHP 270 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

PHP 271 1 hour
CPR for Healthcare Providers
Successful completion of this course will certify participants in the techniques of Basic CPR according to both American Heart Association and American Red Cross standards. Priority registration for this course is given to health and physical education and exercise science majors.

PHP 272 1 hour
First Aid
Instruction and practical experience designed by the National Safety Council to educate the layperson or health care worker in the fundamental knowledge and skills of first aid for victim assessment: bleeding wounds; poisoning; burns; cold and heat emergencies; bone, joint, and muscle injuries; victim transportation; and other first aid concerns. Priority registration for this course is given to health and physical education and exercise science majors.

PHP 275 3 hours
Methods of Sport Skills and Activities
This course is designed to teach the terminology, skills, rules and teaching progressions in various sports and activities. Students will also be introduced to various teaching methodologies and instructional materials appropriate for teaching physical education. This course is designed to be taken as the first in the teaching methods sequences in elementary and secondary physical education methods. *Prerequisites: PHP 100 and 111.*

PHP 300 1 hour
Basic Swimming Skills
Basic proficiency in swimming skills and water safety. Presently, this course is not taught by Taylor University, but PHP majors are allowed one hour of credit if they satisfactorily complete basic swimming, intermediate swimming, or emergency water safety courses at another institution.

PHP 301 3 hours
Methods of Teaching Secondary Health
Students learn how to teach health in secondary schools. Appropriate methods will be studied, and students will plan units and individual lessons, teach lessons to peers or other groups, and manage the class. *Prerequisites: PHP 111, 213, 214, 216, 271, 272 or permission of instructor. Offered fall semester of even years.*

PHP 302 1 hour
Lifeguard Training
This course is designed to train an individual in the proper methods for rescue, water safety, first aid, CPR, and other skills necessary for lifeguarding. *Prerequisite: PHP 100. Offered fall semester.*

PHP 309 3 hours
Special Methods of Teaching Secondary Physical Education
Methods of teaching physical education at the secondary and junior/middle school levels are taught in this course. Topics include teaching as a profession, professionalism, professional development, INTASC principles, Indiana Content Standards, the discipline of physical education, curriculum and curriculum models, planning for instruction, methods of instruction, characteristics of learners, teaching styles, diversity, psychomotor learning, parent/community relations, legal issues, and classroom management. Practical exercises, peer teaching and school participation visits are used to give the candidates opportunities to practice various methods of teaching. *Prerequisites: PHP 100 and 111, EDU 150, 260 and approval of the Teacher Education Program. Corequisite: EDU 309.*

PHP 315 3 hours
Methods of Rehabilitation
A study of the exercise and rehabilitation approaches used in preventing and treating athletic injuries. The course also covers therapeutic modalities (electricity, sound, heat, cold, etc.) that are used in the rehabilitation process. *Prerequisite: PHP 111 or permission of instructor. Offered spring semester of odd years.*

- PHP 316** **Applied Nutrition** **3 hours**
This course is a study of basic human nutrition, fundamentals of digestion, absorption and metabolism, nutrients and their roles, ergogenic aids, eating disorders, body composition assessment, and nutrition for athletics and wellness. *Prerequisite: PHP 100; PHP 111 or permission of instructor. Offered fall semester of even years.*
- PHP 317** **EKG and Stress Testing** **2 hours**
This course is designed to provide the undergraduate exercise science student with the basic knowledge and skills needed to interpret resting and exercise EKG's. Emphasis will be placed on 1) learning normal vs. abnormal EKG patterns at rest and during exercise, 2) the effects of cardiovascular medication on the resting or exercise EKG, and various physiologic responses to exercise testing. An additional purpose of the course is to introduce the undergraduate exercise science student to selected cardiac assessment techniques. *Offered January term.*
- PHP 318** **Therapeutic Exercise and Rehabilitation** **2 hours**
A detailed study in the exercise and rehabilitation approaches used in preventing and treating athletic injuries. Case studies and a review of rehabilitation protocols will occur. Lab experiences allow students to apply these techniques. Course is team taught with a physical therapist. *Prerequisite: BIO 245 or permission of program director.*
- PHP 324** **Motor Learning** **2 hours**
A study of the theories and research of the processes of learning motor skills. The application of appropriate methods of teaching motor skills is studied and practiced to enable the students to understand how they can be used effectively. *Prerequisite: PHP 111 or instructor permission. Offered fall semester of odd years.*
- PHP 327** **Physical Assessment** **3 hours**
This course covers the evaluation of orthopedic injuries and medical conditions that occur in sports and to the physically active. Instruction and practice of assessment techniques will be done in the following areas: emergency medicine, pediatrics, dermatology, orthopedics, podiatry, sports medicine, and athletes with special needs. Guest speakers from various medical specialties will present. *Prerequisite: PHP 111 or permission of instructor. Offered spring semester of even years.*
- PHP 328** **Principles of Strength Training and Conditioning** **3 hours**
This course is the study of the essentials of strength training and conditioning for practitioners and prepares students for certification with the National Strength and Conditioning Association (N.S.C.A.). The course will cover the following: biomechanics of exercise, rehabilitation, bioenergetics of training, aerobic exercise prescription, resistance training, speed and plyometric training. *Prerequisite: PHP 100 and BIO 244. Offered spring semester.*
- PHP 333** **Water Safety Instructor** **1 hour**
Instruction in the skills, terminology, and progressions of teaching swimming strokes and water safety. The course includes both knowledge of the skills and physical performance of the skills. Successful completion of the American Red Cross requirements leads to certification in Red Cross WSI. *Offered spring semesters.*
- PHP 334** **Lifeguard Training Instructor** **1 hour**
Acquisition of the skills, terminology, and progressions for teaching American Red Cross Lifeguard instructor training. The course includes both knowledge of the skills and physical performance of the skills. Successful completion of the American Red Cross requirements leads to certification as a Red Cross LGI. *Prerequisite: PHP 302.*
- PHP 345** **Challenge Course Facilitator Certification** **3 hours**
This class will allow for a challenge course adventure within a small group experience, and then model and teach the skills necessary for safe facilitation of an adventure course. This includes high and low course safety habits, equipment–Personal Safety Gear, Emergency procedures–Rescues, knots, debriefing, creation of your own initiative, and operation of the Taylor University Escape to Reality course. *Prerequisites: PHP 100 and 200x.*
- PHP 346** **Public and Community Health** **2 hours**
This course illustrates how the health of populations is promoted and protected by organized public health practice. Students are acquainted with current evolving concepts and performance of these practices and are introduced to essential public health services. Emphasizes the problem-solving approach through small-group interaction case method and critical incident techniques.
- PHP 350** **Sport Management** **3 hours**
This course is a study of the roles, functions, and responsibilities of the person who manages sports programs. The emphasis is on how these functions can be successfully performed in various sports organizations. *Prerequisite: PHP 111. Offered spring semester of even years.*
- PHP 351** **Sport Public Relations** **3 hours**
This course is an introduction to the responsibilities of communicating with the public in a sports organization and the techniques and strategies that can be used to effectively promote sports. Assignments provide students with practical experiences with these techniques and strategies. *Prerequisite: PHP 111. Offered fall semester of odd years.*
- PHP 353** **Physical Fitness Assessment** **3 hours**
This course will provide a comprehensive study of the components of physical fitness and methods of assessing fitness levels within each component. Health assessment and risk analysis instruments will also be examined. The course consists of classroom work, practical assessment projects, and some field experiences. Each student will participate in "hands on" fitness assessments of various population groups. *Prerequisites: PHP 100, 111, and BIO 244. Offered fall semester.*
- PHP 355** **Research Methods in Exercise Science** **2 hours**
An exploration of the basic methods of research and data collection in exercise science. Topics include defining a research question, reviewing and critically analyzing research, research designs, data collection, and interpreting results. *Prerequisite: PHP 111. Offered spring semester of odd years.*
- PHP 360** **Independent Study** **1-4 hours**
An individualized, directed study involving a specified topic.
- PHP 361** **Coaching of Football** **2 hours**
A presentation of the different offensive and defensive theories of modern football including the strengths and weaknesses of each. Includes a brief review of fundamentals, purchase and care of equipment, practice and program organization, and problems and challenges of the overall football program. *Offered spring semester of odd years.*
- PHP 362** **Coaching of Volleyball** **2 hours**
This course provides the student with an understanding of the fundamental skills, strategies, and rules of volleyball. Also covered is philosophy of coaching, schedule making, practice planning, conditioning, statistics, care and choice of equipment, and techniques of team selection. *Offered fall semester of even years.*
- PHP 363** **Coaching of Basketball** **2 hours**
A study of offensive and defensive play with an emphasis on modern trends in basketball. Rules, fundamentals, schedule making, scouting, care and choice of equipment, and techniques of team selection are included. *Offered fall semester of odd years.*
- PHP 364** **Coaching of Baseball** **2 hours**
A course aimed at providing the student with an understanding of the general fundamentals of the game and a position breakdown of the important coaching points. The strategy of complete offensive and defensive performance is covered, as are problems and challenges common to the baseball coach. *Offered fall semester of even years.*

PHP 365 2 hours
Coaching of Softball
A course aimed at providing the student with an understanding of the general fundamentals of the game and a position breakdown of the important coaching points. The strategy of complete offensive and defensive performance is covered, as are problems and challenges common to the softball coach. *Offered fall semester of even years.*

PHP 366 2 hours
Coaching of Track and Field
Consideration of all track and field events, with emphasis on teaching/coaching techniques for each. Includes demonstrations, form study, track and field meet management, scheduling advantages, and use and care of various equipment. *Offered spring semester of even years.*

PHP 370 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

PHP 380 2 hours
Evaluation of Physical Education
This course is a study of the methods of constructing, selecting, and administering cognitive, motor skill, motor ability, and physical fitness tests. Measurement in the affective domain and measurement of special population students are also studied, as are procedures for analyzing, converting, and evaluating students' scores for grading. *Prerequisite: PHP 111. Offered fall semester of even years.*

PHP 381 3 hours
Kinesiology
An analysis of human movement based on anatomic and mechanical principles. Emphasis is given to the application of these principles to the understanding of athletic performance. *Prerequisites: PHP 111, BIO 244. Corequisite: BIO 245. Offered spring semester.*

PHP 382 3 hours
Physiology of Exercise
A study of the adjustment of the systems of the body to exercise. Attention is given to conditioning of athletes, as well as to understanding the physiological responses to recreation exercise. *Prerequisites: PHP 111 and BIO 244, 245; or permission of instructor. Offered spring semester.*

PHP 392 2 hours
Adapted Physical Education and Recreation
The course includes teaching methods of motor skill development with regard to various disabilities, a study of Public Law 94-142, and various assessment techniques. *Prerequisite: PHP 111. Offered spring semester of even years.*

PHP 393 1-4 hours
Practicum
Supervised learning involving a first-hand field experience or a project. Generally, one hour of credit is awarded for a minimum of 40 hours of practicum experience.

PHP 402 3 hours
Administration of Human Performance
The methods of organizing and administering physical education, intramurals, athletics, wellness, and exercise science are studied. Topics covered include philosophy, planning, organizing, budgeting, problem solving, leadership, personnel management, facility and equipment management, communication, marketing, and liability and risk management. *Prerequisite: PHP 111. Offered spring semesters.*

PHP 450 1-4 hours
Directed Research
Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

PHP 453 3 hours
Physical Fitness Prescription
This course provides a study of the prescription and development of appropriate exercise programs based on accurate assessment of each component. Appropriate programs for various populations groups will be considered. The course will consist of classroom work, practical prescription projects, and some field experiences. Each student will participate in "hands on" prescription and program development for a variety of individuals. *Prerequisite: PHP 353. Offered spring semester.*

PHP 472 2 hours
Psychology of Coaching
A study of the nature of the coaching profession. The course emphasizes philosophy of sport, sports psychology, and coaching methods. *Prerequisites: PHP 111 and a psychology course. Offered spring semester of odd years.*

PHP 480 2 hours
Seminar in Sport Management
Students examine contemporary issues in sport. Case studies, guest speakers, field trips, readings, etc. may be used to critically assess issues in sport and to explore strategies for managing them. *Prerequisites: PHP 111, 350, and 351, or permission of instructor. Offered spring semester of odd years.*

PHP 482 3 hours
Advanced Physiology of Exercise
A study of body's response to various environmental stressors (altitude, temperature, hyperbaric, and unloading/bedrest) as well as the effect of age and gender in relation to exercise. Emphasis will also be placed on a historical perspective of the field as well as recent biochemical and molecular/genetic developments within the field and the various chemical assays and molecular techniques employed in the research setting. Lab experiences will expose students to various assessment techniques including whole body and cellular/molecular measurements and reinforce lecture material.

PHP 490 1-2 hours
Honors
Individualized study or research of an advanced topic within a student's major. Open to students with at least a 3.00 GPA in the major field.

PHP 492 4 hours
Internship
This field experience is designed to have the students apply what they have learned in their courses and to extend that learning by working in an organization that is appropriate for their major. Students work on a regular basis at the organization under the supervision of approved staff members. Students are also under the supervision of a member of the Taylor University department of physical education and human performance. Each student must comply with the guidelines for credit hours, clock hours, and other criteria that are specific for the internship in his/her major. To register for this internship, the student must submit a proposal for the internship and have it approved by the PHP department and the internship organization. *Prerequisites: All designated prerequisites for the internship in that major.*

Notes

Professional Writing

*Director, Professor D. Hensley
Chair, Professor P. Jordan-Long*

The Professional Writing Department (PWR) offers courses designed to teach students how to write for a wide variety of media: newspapers, magazines, movies, stage plays, online publications, books, and literary quarterlies. All students take a set curriculum of courses in the Professional Writing Department, with supplemental courses taken in English and Media Communications.

PWR majors become freelance writers, staff journalists, public relations writers, screenwriters, editors with magazines or book publishing houses, poets, reviewers and critics, playwrights, novelists, and literary agents. They build portfolios of their published works all four years they are in college, and they complete a practicum involving professional work as a writer or editor. Students are prepared upon graduation with their bachelor of science degree to begin working in the world of publishing or to begin graduate-level studies in English, film, journalism, or creative writing.

The success of the PWR major is based on the diversity of writing courses, the real-world experience of becoming published writers even as students, connections with leading authors and publishers, and training by professors who, themselves, are highly successful authors.

Professional Writing (BS)

The bachelor of science degree with a major in professional writing requires 51-53 hours.

Major Requirements

PWR 101	3	Introduction to Professional Writing
PWR 201	3	Foundations of Professional Writing
PWR 320	4	Writing for Business
PWR 321	3	Writing Commercial Fiction
PWR 343	3	Editing
PWR 393	4	Practicum
*PWR 460	3	Writing Seminar
*PWR 460	3	Writing Seminar
PWR 472	4	Freelance Writing
PWR 493	3	Senior Capstone
ART 156	1	Digital Tools: Photoshop
ART 157	1	Digital Tools: InDesign
ENG 212	4	Critical Approaches to Literature
CNM 115	3	Introduction to Media Writing
CNM 332	3	Layout and Design

*PWR 460 Writing Seminar must be taken twice.

Select *two* of the following, at least one must be an upper-division course:

ENG 230	3	World Literature
ENG 233	3	Literary London
ENG 240	3	American Literature
ENG 250	3	British Literature
ENG 340	4	American Romanticism and Realism
ENG 361	4	Drama
ENG 362	3	Shakespeare
ENG 370	3-4	Selected Topics
ENG 371	4	The Novel
ENG 373	4	Literature of Cultural Diversity
ENG 412	4	Early English Literature
ENG 422	4	Renaissance Literature
ENG 426	4	Restoration and 18th Century Literature
ENG 431	4	Romantic Literature
ENG 441	4	Victorian Literature
ENG 442	4	Modern American Literature
ENG 444	4	Contemporary Literature

Professional Writing Courses

PWR 101 3 hours

Introduction to Professional Writing

An introduction to the fundamentals of becoming a professional writer. Instruction in manuscript formats, core elements of copyright laws, maintaining a writer's journal, creating a publications portfolio, reviewing books, movies, and music. Emphasis on time management, revision and mastering proofreading.

PWR 170 1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major.*

PWR 201 3 hours

Foundations of Professional Writing

Instruction in marketing manuscripts, managing finances, diversifying writing material, working with literary agents and negotiating contracts. Also includes presentations on co-authoring and ghostwriting as well as promoting published works. *Prerequisite: PWR 101.*

PWR 270 1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major.*

PWR 320 4 hours

Writing for Business

Instruction in the fundamentals of business communication and practice in writing reports, abstracts, proposals, instructions and newsletters. Emphasis on the publishing process of business and technical writing and the essentials of research and data analysis.

PWR 321 3 hours

Writing Commercial Fiction

Focuses on writing and selling short stories, novellas, and novels for mass market readership and sales. Students will be guided through the publication process. *Prerequisites: PWR 101, PWR 201.*

PWR 343 3 hours

Editing

Provides training in editing for newspapers, magazines, e-zines, web sites, and book publishers. *Prerequisites: PWR 101, PWR 201, CNM 115.*

PWR 370 1-4 hours

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major.*

PWR 393 **1-4 hours**
Practicum
Supervised learning involving a first-hand field experience or a project. Generally, one hour of credit is awarded for a minimum of 40 hours of practicum experience. *Prerequisites: PWR 333, PWR 343, PWR 472, CNM 115 and CNM 332.*

PWR 460 **3 hours**
Writing Seminar
Concentrated instruction in an area of specialized writing. Writers in residence lead classes and writing workshops on such topics as Detective Fiction, Inspirational Writing, Biography, Magazine Features, Screenplays, and Writing for Children and Young Adults. Students may receive credit for approved off-campus experiences such as the Los Angeles Film Studies Program. *Prerequisite: Permission of Chair of Professional Writing Department.*

PWR 470 **1-4 hours**
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major.*

PWR 472 **4 hours**
Freelance Writing
Experience in the techniques and strategies of freelance writing. Focuses on writing and marketing manuscripts for both religious and secular publications. Students will be required to submit work for publication. *Prerequisites: PWR 101 and instructor permission.*

PWR 493 **3 hours**
Senior Capstone
Designed as a culminating experience for Professional Writing majors wherein students evaluate the status and goals of their studies in a flexible forum exploring academic and professional issues. Senior projects are refined for submission to the department. *Prerequisite 30 hours in the major. Offered during interterm.*

Notes

Social Work

Chair, Professor C. Harner
Assistant Professors R. Fernando, L. Goss-Reaves

Social work is one of the major human service professions focused on enhancing the social functioning of individuals, families, groups, organizations and communities. Services are provided to all people with particular emphasis on disadvantaged populations. A variety of practice settings, including hospitals, family and children's service agencies, schools, residential facilities, health care facilities, home-based services, business and industry, mental health agencies and developmental disabilities agencies are used as service learning experiences.

The goals of the Taylor social work program are to: (1) prepare baccalaureate level social workers for beginning-level generalist practice including formal and informal lifelong learning; (2) integrate Christian values with professional values to challenge worldviews, personal beliefs and societal constructs; and (3) to globalize student perspectives and sensitize circles of influence to issues and experiences of diverse, vulnerable and marginalized population groups in an effort to advance social justice. The social work curriculum includes five content areas: human behavior and the social environment, practice, policy, research and field instruction.

Taylor's social work program is accredited by the Council on Social Work Education (CSWE) and offers a bachelor of arts (includes language requirement) or bachelor of science degree in social work. Graduates are prepared to apply for state credentialing (licensure, certification or registration) as a beginning-level social work practitioner in most states.

Program Entrance and Graduation Requirements

Entry into Taylor's social work education program begins during the sophomore year when students:

1. Satisfactorily complete the pre-entry courses—SWK 200 and 231; SOC 100 or 210; PSY 200.
2. Complete a minimum of 30 hours of volunteer experience, preferably at a social services agency.
3. Receive the approval of the social work education department.

Attainment of a minimum 2.5 GPA is required in the social work major.

Social Work (BA or BS)

The bachelor of arts and bachelor of science degrees are offered in social work. Students considering work in areas that are bilingual are encouraged to take appropriate language courses. The bachelor of arts degree requires two years of one foreign language. Students in the social work major are expected to complete a minimum of 79 hours.

Major Requirements

POS 331	3	Public Policy
PSY 200	3	Introduction to Psychology
PSY 250	3	Life Span Development
PSY 300	4	Abnormal Psychology
SOC 220	3	Ethnic and Minority Issues
SOC 250	2	Principles of Research and Analysis
SOC 350	3	Social Research Methods
SOC 355	3	Applied Social Statistics
SWK 200	3	Explorations in Social Work
SWK 231	3	Social Welfare: Historical Perspectives and Development
SWK 351	3	Social Work Process and Practice I
SWK 354	3	Social Work Process and Practice II
SWK 355	3	Helping Troubled Families
SWK 362	3	Social Policy
SWK 393	4	Junior Practicum
SWK 441	3	Human Behavior and the Social Environment
SWK 451	3	Social Work Process and Practice III
SWK 452	3	Advanced Social Work Practice
SWK 482	2	Integrative Social Work Seminar
SWK 492	12	Senior Practicum

Select one course from the following:

BIO 205	4	Human Biology
BIO 244	4	Human Anatomy and Physiology I

Select one course from the following:

SOC 100	3	Introduction to Sociology
SOC 210	3	Contemporary Social Issues

Electives

Select one social work elective from:

SWK 320	3	Unleashing the Oppressed
SWK 340	3	Working with Children
SWK 380	3	Understanding Suffering, Grief, and Loss

Complete and document 30 hours of volunteer experience by the end of sophomore year.

Social Work Courses

SWK 170

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

1-4 hours

SWK 200

Explorations in Social Work

An initial exposure to the field of social work by exploring what social workers are, what social workers do and the settings in which they work. Examination of the knowledge, value and skill base; practice settings; educational and career opportunities; and the interrelationships between social work and social welfare in the United States. Opportunity is given for the student to explore his or her own interest in and potential for a career in social work. Service learning component provides interaction with a variety of community-based agencies. *Meets general education civic engagement or general social science requirement. Open to all students.*

3 hours

SWK 231

Social Welfare: Historical Perspectives and Development

Follows the development of social welfare efforts from early civilizations to the present time. Focuses on the emergence of the profession of social work. Explores the question: "Am I my brother's keeper?" in the light of biblical principles. *Offered spring semester.*

3 hours

SWK 270

Selected Topics

A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

1-4 hours

SWK 320 3 hours
Unleashing the Oppressed
This course is designed to provide the student with the necessary knowledge, values and skills to empower people who fall into "at-risk population" groups. Those groups who are at-risk for prejudice and discrimination typically include mental disability, developmental disability, sexual orientation, women, elderly and religious diversity. Service-learning component provides interaction with a variety of community-based agencies. *Meets general education civic engagement or general social science requirement. Open to all students.*

SWK 340 3 hours
Working with Children
Overview of knowledge base important to effective interactions with children and adolescents. Socialization, development, welfare systems and services, legal systems, special populations and international comparisons are studied. Application to work settings is made through readings, role plays and personal experiences. Service-learning component creates interaction with community-based agencies serving children. *Open to all students. Offered fall semester of odd years.*

SWK 351 3 hours
Social Work Process and Practice I
First in a 4-course practice sequence designed to provide the student with the necessary knowledge, values for ethical decision making and skills for successful practice at the generalist social work practitioner level. Develops understanding of the nature and process of social work practice, principles and techniques of the planned change process. Develops students' ability for self-awareness and for understanding the nature of clienthood. *Prerequisites: CAS 110 or 120; SWK 200; SOC 100; PSY 200. Open only to social work majors. Offered fall semester.*

SWK 354 3 hours
Social Work Process and Practice II
Second in the 4-course practice sequence. Enables further development of generalist social work skills with various client systems. Areas of group dynamics, ethical issues, developmental levels and diversity are emphasized. Participation in a group experience is required. *Prerequisite: SWK 351. Offered spring semester.*

SWK 355 3 hours
Helping Troubled Families
Introduces family systems theory, as well as the history and development of family interventions. Presents the major approaches of working with families and provides the opportunity to role play application of these approaches. *Open to all students. Offered fall semester.*

SWK 360 1-4 hours
Independent Study
An individualized, directed study involving a specified topic.

SWK 362 3 hours
Social Policy
Expands upon the concepts developed in Social Welfare and Public Policy to include social welfare policies that exist in today's society and how they impact those most dependent on social programs. Examines social programs in light of the problems they address, the service they provide and their effectiveness. Addresses contemporary social issues in light of public funding decisions. *Prerequisites: POS 331; SWK 231. Offered spring semester.*

SWK 370 1-4 hours
Selected Topics
A course offered on a subject of interest but not listed as a regular course offering. *May count toward the departmental major and general education requirements.*

SWK 380 3 hours
Understanding Suffering, Grief, and Loss
Provides a basic introduction to crucial issues related to suffering and affliction, both self-imposed and those related to the human condition. Bereavement, grief and loss across the life span will be explored. Contemporary issues related to death and dying and the roles of social institutions and services to persons affected by suffering, death and loss will be covered. Issues will be examined based on difference in gender, culture, ethnicity and religion and in light of historic and contemporary Christian faith. *Open to all students. Offered spring semester of odd years.*

SWK 393 4 hours
Junior Practicum
During the January interterm of the junior year, students spend time in a social work setting learning how an agency functions, how professional social work practice is implemented, and how the professional interacts within an agency. This 140-hour field lab provides the student the opportunity for observation and practice. *Prerequisites: SWK 351 and approval of the Junior Practicum coordinator. Pass-fail only.*

SWK 395 4 hours
International Practicum
During the January interterm of the junior or senior year, students would spend time in an international social work setting gaining knowledge of social work in a different country. They learn how an agency functions, how social work practice is implemented abroad, and specific needs within another culture. This practicum opportunity provides 140 hours of field lab work. *Class fee assessed to cover travel and in country experience. Prerequisites: SWK 351 and permission of Director of Social Work. Pass-fail only.*

SWK 441 3 hours
Human Behavior and the Social Environment
The issues of abuse/violence, poverty, addictions, race/ethnicity and health will be addressed in light of bio-psycho-social-spiritual development. The theme of reconciliation will be applied to each issue. Serves as a capstone course for the human behavior in the social environment content of the social work major. Various cross-cultural literary forms are utilized in the process of research and application to the diversity found among humankind. *Prerequisites: PSY 250; BIO 244; SWK 362 and 354. Offered fall semester.*

SWK 450 1-4 hours
Directed Research
Investigative learning involving closely directed research and the use of such facilities as the library or laboratory.

SWK 451 3 hours
Social Work Process and Practice III
The third in the 4-course generalist social work practice sequence. The social work planned change process is applied to communities and organizations. Emphasizes integration of policy, practice and human behavior/social environment issues. The impact of racial and ethnic differences on community functioning is addressed, and practical applications are stressed. Assessment and grant-writing projects are completed within and on behalf of local communities. *Prerequisite: SWK 354. Offered fall semester.*

SWK 452 3 hours
Advanced Social Work Practice
Last in the 4-course sequence for developing generalist practice skills. The professional helping relationship and interview process are emphasized. Simulated client-worker situations provide opportunities to practice skills. Employment interviews and strategies are also discussed. Beginning-level professional writing skills are developed through documentation exercises. *Prerequisite: SWK 354. Offered fall semester.*

SWK 480 1-4 hours
Seminar
A limited-enrollment course designed especially for upper-class majors with emphasis on directed readings and discussion.

SWK 482 2 hours
Integrative Social Work Seminar
A seminar class taken by all social work majors during spring semester of the junior year. The focus is holistic integration of: (1) faith and the social work profession; (2) self and the social work profession; (3) liberal arts education and the knowledge and practice of social work; (4) self- and civic-mindedness; and (5) self as global citizen. Students begin to develop the CSWE content portion of their professional portfolio. Focused presentations are conducted with regard to: (1) stress and time management and burnout prevention. *Pass/fail only.*

SWK 490 1-2 hours
Honors
Individualized study or research of an advanced topic within a student's major. Open to students with at least a 3.00 GPA in the major field.

SWK 492 12 hours
Senior Practicum
A professional semester of supervised field practicum in a social work setting; 480 hours required. *Prerequisite: Completion of all required courses in the social work major. Offered spring semester.*

Taylor University Online

Dean, Jeff Groeling

The purpose of Taylor University Online is to provide courses in a delivery format that is flexible and convenient. The first TU Online distance learning course was offered in 1938; more than seventy years later the catalog has grown to over 140 courses. TU Online offers online degree programs, as well as individual courses that can be taken in an independent study format.

For additional information on Taylor University Online, visit <http://www.taylor.edu/online>.