Course Descriptions

GENERAL STUDY COURSES

**GSTDY 1001 FRESHMAN ORIENTATION**
A fall semester course required for all freshmen without previous full-time college experience. Concurrent enrollment students are required to take the course, but not transfers still classified as freshmen. The course is designed for beginning freshmen students to assist them in becoming familiar with the campus, college life, university regulations, and course offerings.

**GSTDY 1061 PRESIDENT'S LEADERSHIP I**
Basic leadership course (one-hour credit per semester.) Students will learn about different leadership theories and how they apply to different situations. This class is designed for students to learn the importance of leadership on campus and in their community. The main objective is to produce outstanding graduates who will assume roles as leaders in their chosen professions and communities. Students will also be instructed on materials related to SWOSU’s Freshman Orientation. Signature Only. *F*

**GSTDY 1071 PRESIDENT'S LEADERSHIP II**
Basic leadership course (one-hour credit per semester.) Students will learn about different leadership theories and be able to identify them from examples provided. This class is designed for students to learn the importance of leadership in the area and state. The main objective is to produce outstanding graduates who will assume roles as leaders in their chosen professions and communities. Signature only. *S*

**GSTDY 1441 COLLEGE SUCCESS**
College Success is designed to enhance students' skills in becoming successful college students. The course will address topics including time management, learning styles, note taking, test taking, reading skills, etc. The course is required for all students who do not meet the State Regent’s requirements for admission to a regional university and for all students returning from suspension. It is highly recommended for students desiring to improve skills needed for academic success. *F, S*

**GSTDY 1711 BEGINNING PERSONAL SAFETY**
Beginning theories, principles, and strategies of self-defense. Intended for those in the helping professions of criminal justice, psychology, social work, health care, counseling, and education, as well as in customer relations (business and management) and anyone else interested in acquiring self-defense resources. Students learn by demonstrations, practice with appropriate equipment, projects intended to increase safety on the job, at home, while traveling, etc., and study of the policies and practices in force at prospective employers. *D*

**GSTDY 1721 INTERMEDIATE PERSONAL SAFETY**
Intermediate theories, principles, and strategies of self-defense. Intended for those in the helping professions of criminal justice, psychology, social work, health care, counseling, education, customer relations, and others interested in acquiring self-defense resources. Students learn by demonstrations, practice with appropriate equipment, projects intended to increase safety on the job, at home, while traveling, etc., and study of the policies and practices in force at prospective employers. Prerequisite: GSTDY 1711. *D*

**GSTDY 1731 ADVANCED PERSONAL SAFETY**
Advanced theories, principles, and strategies of self-defense. For those in the helping professions of criminal justice, psychology, social work, health care, counseling, education, customer relations, and others interested in acquiring self-defense resources. Students learn by demonstrations, practice with appropriate equipment, projects intended to increase safety on the job, at home, while traveling, etc., and study of employment policies and practices. Also included is a safety-based project supported by academic research coordinated with a professor in the student’s field of study. Prerequisites: GSTDY 1711 and GSTDY 1721. *D*

**GSTDY 1741 INTERDISCIPLINARY FALL PREVENTION EDUCATION-HEALTHCARE**
The curriculum (8 weeks for 1 credit hour) is the Oklahoma Health Department Injury Prevention Tai Chi: Moving for Better Balance evidence-based fall prevention training enriched by interdisciplinary research & experience of faculty, working professionals, and area citizens. The fall prevention training is certified teacher training. Interdisciplinary insights will be from Psychology (i.e. cognitive behavioral therapy in overcoming the fear of falling), Pharmacy, both urban and rural outreach programs, Allied Health, Rehabilitation, Nursing, and all fields serving the health and safety of seniors.

**GSTDY 1751 INTERDISCIPLINARY FALL PREVENTION EDUCATION-BUSINESS AND SOCIAL SCIENCES**
The curriculum (8 weeks for 1 credit hour) is the Oklahoma Health Department Injury Prevention Tai Chi: Moving for Better Balance: A Guide for Program Implementation enriched by the interdisciplinary research and experience of faculty, working professionals, and area citizens in the fields of the political, historical, and economic impact of injuries and related health issues on older adults-especially in Western Oklahoma. The Fall Prevention Training is certified teacher training.

**GSTDY 2061 PRESIDENT'S LEADERSHIP III**
Mid-level leadership course (one-hour credit per semester.) Students will learn about different leadership theories and be able to put those into practice. This class is designed for students to learn the importance and practice of leadership on campus and in the community. The main objective is to produce outstanding graduates who will assume roles as leaders in their chosen professions and communities. Signature only. *F*

**GSTDY 2071 PRESIDENT'S LEADERSHIP IV**
Advanced leadership course (one-hour credit per semester.) Students will learn about different leadership theories and be able to develop their own leadership style and put it into practice. This class is designed for students to build upon their leadership skills and be able to recognize leadership skills in others. The main objective is to produce outstanding graduates who will assume roles as leaders in their chosen professions and communities. Signature only. *S*

SELF-PACED ONLINE COURSES

**GSTDY 1901 BASIC MS PROJECT**
Self-paced introduction to Microsoft Project. Topics include creating a project, adding tasks, assigning resources, leveling resources, reports, Gantt charting, PERT, and CPM.

**GSTDY 1901 BASIC MOZILLA FIREFOX**
Self-paced study for using Mozilla Firefox. Topics will include web research techniques and search engines, communicating over the internet using Mozilla Thunderbird and Firefox Customization.

**GSTDY 1901 BASIC WINDOWS 7**
Self-paced study in using Basic Windows 7 covering fundamental Windows usage, multimedia usage, basic network use, and file management and maintenance

**GSTDY 1901 BASIC ACCESS 2016**
A self-paced study of Microsoft Access 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating and using a database, querying a database, maintaining a database, sharing data among applications, reports, forms, and using Visual Basic for Applications.
A self-paced study of Adobe Illustrator CC as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating a document, creating basic shapes, applying fill and stroke color to objects, placing objects, working with guides, transforming objects, creating and formatting text, creating colors and gradients, applying colors and gradients, drawing, attributes, assembly, paths, clipping masks, layers, and paths.

GSTDY 1901 ADVANCED INDESIGN CC
A self-paced study of Adobe InDesign CC as part of a three-part series covering introductory through advanced concepts in using the application. Topics include exploring the workspace, changing views, navigating, formatting text and paragraphs, creating and applying styles, creating and using master pages, placing text and thread text, creating sections, aligning and distributing objects on a page, stacking and layering objects, working with frames, and working with colors.

GSTDY 2901 INTERMEDIATE ACCESS 2016
A self-paced study of Adobe Illustrator CC as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating a document, creating basic shapes, applying fill and stroke color to objects, placing objects, working with guides, transforming objects, creating and formatting text, creating colors and gradients, applying colors and gradients, drawing, attributes, assembly, paths, clipping masks, layers, and paths.
special layer functions; creating special effects with filters; enhancing specific selections; adjusting colors using clipping masks, paths, and shapes; transforming type; liquefying an image; performing image surgery; annotating and automating an image; and creating images for the Web.

**GSTDY 2901 ADVANCED PHOTOSHOP CC**
A self-paced study of Adobe Photoshop CC as part of a three-part series covering introductory through advanced concepts in using the application. Topics include working with layers; making selections; incorporating color techniques; placing type in an image; using painting tools; working with special layer functions; creating special effects with filters; enhancing specific selections; adjusting colors using clipping masks, paths, and shapes; transforming type; liquefying an image; performing image surgery; annotating and automating an image; and creating images for the Web.

**GSTDY 1901 BASIC POWERPOINT 2016**
A self-paced study of Microsoft PowerPoint 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating a presentation, creating a slideshow, creating a presentation on the Web, using visuals to enhance a slide show, modifying visual elements and presentation formats, collaboration, and working with macros and Visual Basic for Applications.

**GSTDY 2901 INTERMEDIATE POWERPOINT 2016**
A self-paced study of Microsoft PowerPoint 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating a presentation, creating a slideshow, creating a presentation on the Web, using visuals to enhance a slide show, modifying visual elements and presentation formats, collaboration, and working with macros and Visual Basic for Applications.

**GSTDY 2901 ADVANCED POWERPOINT 2016**
A self-paced study of Microsoft PowerPoint 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating a presentation, creating a slideshow, creating a presentation on the Web, using visuals to enhance a slide show, modifying visual elements and presentation formats, collaboration, and working with macros and Visual Basic for Applications.

**GSTDY 1901 BASIC PUBLISHER 2016**
A self-paced study of Microsoft Publisher 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating and editing a publication; designing a newsletter, brochure, or web site; creating business forms; and integrating Publisher with other Office applications.

**GSTDY 2901 INTERMEDIATE PUBLISHER 2016**
A self-paced study of Microsoft Publisher 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating and editing a publication; designing a newsletter, brochure, or web site; creating business forms; and integrating Publisher with other Office applications.

**GSTDY 2901 ADVANCED PUBLISHER 2016**
A self-paced study of Microsoft Publisher 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating and editing a publication; designing a newsletter, brochure, or web site; creating business forms; and integrating Publisher with other Office applications.

**GSTDY 1901 BASIC WORD 2016**
A self-paced study of Microsoft Word 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating a variety of documents, adding many document features, collaboration, and creating web documents.

**GSTDY 2901 INTERMEDIATE WORD 2016**
A self-paced study of Microsoft Word 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating a variety of documents, adding many document features, collaboration, and creating web documents.

**GSTDY 2901 ADVANCED WORD 2016**
A self-paced study of Microsoft Word 2016 as part of a three-part series covering introductory through advanced concepts in using the application. Topics include creating a variety of documents, adding many document features, collaboration, and creating web documents.

**GSTDY 3212 STUDENT LEADERSHIP I**
Student Leadership is a training course for student orientation leaders. The course is designed to teach students leadership strategies and information about SWOSU so that they can help facilitate the transition to college for incoming students. Topics covered include SWOSU enrollment procedures, SWOSU student/campus resources, and varying leadership styles. As part of the course, students assist with all aspects of New Student Orientation programming. Student Leadership is a service learning course. Signature Only.

**GSTDY 3222 STUDENT LEADERSHIP II**
Student Leadership is a training course for student orientation leaders. The course is designed to teach students leadership strategies and information about SWOSU so that they can help facilitate the transition to college for incoming students. Topics covered include SWOSU enrollment procedures, SWOSU student/campus resources, and varying leadership styles. As part of the course, students assist with all aspects of New Student Orientation programming. Student Leadership is a service learning course. Signature Only.

**GSTDY 3232 STUDENT LEADERSHIP III**
Student Leadership is a training course for student orientation leaders. The course is designed to teach students leadership strategies and information about SWOSU so that they can help facilitate the transition to college for incoming students. Topics covered include SWOSU enrollment procedures, SWOSU student/campus resources, and varying leadership styles. As part of the course, students assist with all aspects of New Student Orientation programming. Student Leadership is a service learning course. Signature Only.

**GSTDY 3242 STUDENT LEADERSHIP IV**
Student Leadership is a training course for student orientation leaders. The course is designed to teach students leadership strategies and information about SWOSU so that they can help facilitate the transition to college for incoming students. Topics covered include SWOSU enrollment procedures, SWOSU student/campus resources, and varying leadership styles. As part of the course, students assist with all aspects of New Student Orientation programming. Student Leadership is a service learning course. Signature Only.