

# LIFELONG LEARNING ASSESSMENT TOPIC LIST

<b>LLA Topics Defined</b>	A real-life event experienced firsthand generates personal and professional learning equivalent to college-level academic rigor and quality. Events create a significant life change for the learner, such as an increased capacity to live and apply learning in new contexts. Job-based learning experiences or volunteerism are most valued. They should involve engaging in activities for several years or more and be non-episodic (not one-time events) and context-embedded within naturally occurring life events throughout adult years.	
	<i>Topics and subtopics must be approved before a student may enroll in ENG-135</i>	<b>UPDATED JULY 25, 2025</b>
<p><b><i>Students must provide documentation that supports their claim for college credit at the time they submit their LLA papers. Documents will be added as appendices to papers. LLA papers submitted without documentation will not be considered for credit.</i></b></p>		
ESSAY TOPIC	SUBTOPIC	CONTENT AREA
<b>Accounting and Bookkeeping</b>	<p><b>Subtopic 1:</b> Demonstrate the incorporation of cost accounting information into the company's general ledger and financial statements.</p> <p><b>Subtopic 2:</b> Recognize the use of budgeting and variance analysis within the cost accounting structure.</p> <p><b>Subtopic 3:</b> Relate the interaction of bookkeeper with other individuals and/or departments to compile financial and cost accounting information.</p> <p><b>Subtopic 4:</b> Clarify the impact of financial information influencing operations.</p> <p><b>Subtopic 5:</b> Express your experience with pricing decisions.</p> <p><b>Subtopic 6:</b> Describe your experience with cost-volume-profit analysis.</p>	Elective Credit Only
<b>Acting</b>	<p><b>Subtopic 1:</b> Outline aspects of voice production for singing and/or speaking.</p> <p><b>Subtopic 2:</b> Identify the elements using the biomechanics of physical production and presence.</p> <p><b>Subtopic 3:</b> Explore the development of choice of acting theory employed (examples might include: Stanislavski, Copeau, Strasberg, Grotowski, Cohen, et al.).</p> <p><b>Subtopic 4:</b> Identify the key elements of improvisation as a tool.</p> <p><b>Subtopic 5:</b> Explain the application of theory in the style of acting.</p> <p><b>Subtopic 6:</b> Examine the acting disciplines of comedy, drama, classic and impromptu.</p>	Elective Credit Only
<b>Adaptive Strategy in Chronic Illness</b>	<p><b>Subtopic 1:</b> Explanation of the illness diagnosis, prognosis and selection of treatment options.</p> <p><b>Subtopic 2:</b> Retell the impact of the illness on emotional, social and/or physical functioning.</p> <p><b>Subtopic 3:</b> Summarize remediating the illness using compensating behaviors, tools and equipment to increase access or life skills.</p> <p><b>Subtopic 4:</b> Outline the process of locating governmental, non-governmental nonprofit or for-profit agencies that provide support to persons diagnosed with this illness.</p> <p><b>Subtopic 5:</b> Point out contact and use of support groups or persons bearing similar maladies.</p> <p><b>Subtopic 6:</b> Distinguish remediation plans or strategies employed to adapt to changes caused by long-term illness.</p>	Elective Credit Only

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<b>Art</b>	<p><b>Subtopic 1:</b> Delineate formal qualities of the chosen art form.</p> <p><b>Subtopic 2:</b> Interpret the impact of cultural or philosophical contexts on art creation.</p> <p><b>Subtopic 3:</b> Underline materials, processes and other media chosen for the art form.</p> <p><b>Subtopic 4:</b> Present the role of the artist in creating and executing the art form.</p> <p><b>Subtopic 5:</b> Review the simultaneous impact of the culture on the art form and the art form on culture.</p> <p><b>Subtopic 6:</b> Characterize the selection of genre.</p>	Elective Credit Only
<b>Business Ownership</b>	<p><b>Subtopic 1:</b> Describe the development of a product or service.</p> <p><b>Subtopic 2:</b> Revisit and explore financing the enterprise.</p> <p><b>Subtopic 3:</b> Note rationale in choosing the physical location of the facility (may include zoning issues).</p> <p><b>Subtopic 4:</b> Detail challenges for directing and controlling workflow or employee productivity.</p> <p><b>Subtopic 5:</b> Specify actions for overcoming external barriers to productivity.</p> <p><b>Subtopic 6:</b> Gauge considerations when accounting for local, state and federal taxation in pricing and profitability.</p>	Elective Credit Only
<b>Classroom Instruction</b>	<p><b>Subtopic 1:</b> Describe current learning theories.</p> <p><b>Subtopic 2:</b> Outline specific teaching methods.</p> <p><b>Subtopic 3:</b> Discuss effective classroom management techniques.</p> <p><b>Subtopic 4:</b> Explore the implementation of materials useful/necessary to education delivery.</p> <p><b>Subtopic 5:</b> Identify how to select a specific type of teaching technique based on the purpose, audience and materials available.</p> <p><b>Subtopic 6:</b> Show effective integration of technology in the classroom.</p>	Elective Credit Only
<b>Cultural Immersion and Assimilation</b>	<p><b>Subtopic 1:</b> Discuss the most prominently held beliefs about the stages of cultural assimilation.</p> <p><b>Subtopic 2:</b> Compare and contrast at least two well-known theoretical paradigms about how individuals assimilate into new cultures.</p> <p><b>Subtopic 3:</b> Describe the pros and cons of cultural assimilation and their impact on the individual.</p> <p><b>Subtopic 4:</b> Explain how the macroculture and the microculture interact (and sometimes clash) and the adjustments individuals need to make to function effectively in both.</p> <p><b>Subtopic 5:</b> Describe how linguistic identity is affected by cultural assimilation and discuss characteristics of successful programs that can promote positive cultural assimilation.</p> <p><b>Subtopic 6:</b> Outline how the sociocultural norms, interpersonal relations and religious traditions of the host country (or countries) differ from your own and how your own cultural beliefs have changed.</p>	Elective Credit Only
<b>Disaster Response Operations</b>	<p><b>Subtopic 1:</b> Define risk mitigation steps to reduce vulnerability of critical resources.</p> <p><b>Subtopic 2:</b> Trace and outline prevention prior to the onset of the emergency.</p> <p><b>Subtopic 3:</b> Illustrate the preparedness phase.</p> <p><b>Subtopic 4:</b> Identify the mitigation phase.</p> <p><b>Subtopic 5:</b> Recount the response phase.</p> <p><b>Subtopic 6:</b> Discuss the recovery phase.</p>	Elective Credit Only

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<b>Domestic Violence</b>	<p><b>Subtopic 1:</b> Present the types of family violence individuals may experience.</p> <p><b>Subtopic 2:</b> Clarify the nature and scope of community services directed to respond to those events.</p> <p><b>Subtopic 3:</b> Retell extended family attitudes and interaction toward these events.</p> <p><b>Subtopic 4:</b> Describe referral procedures for accessing community services/shelters.</p> <p><b>Subtopic 5:</b> Recount long-term follow-up processes and their role in precluding future events.</p> <p><b>Subtopic 6:</b> Cite and express sources of support funding and processes for gaining access to funding.</p>	Elective Credit Only
<b>Drug Addiction</b>	<p><b>Subtopic 1:</b> Elaborate on the origins of addictive behavior.</p> <p><b>Subtopic 2:</b> Detail physiological aspects of addiction.</p> <p><b>Subtopic 3:</b> Depict psychological aspects of addiction.</p> <p><b>Subtopic 4:</b> List the drug addiction treatments received.</p> <p><b>Subtopic 5:</b> Review the economic impact of drug addiction.</p> <p><b>Subtopic 6:</b> Present the social impact of drug addiction (on families, relationships, etc.).</p>	Elective Credit Only
<b>Elementary Education</b>	<p><b>Subtopic 1:</b> Describe the developmental stages of children between the ages of nine to 12.</p> <p><b>Subtopic 2:</b> Correlate developmental stages to appropriate curriculum and learning outcomes for each age.</p> <p><b>Subtopic 3:</b> Determine how to create a healthy and supportive environment for learning.</p> <p><b>Subtopic 4:</b> Utilize community, professional or familial resources to gauge the appropriate progress of a child at each age/stage.</p> <p><b>Subtopic 5:</b> Discuss differentiated instructional and behavioral support strategies and techniques to ensure students at all levels are progressing at their best pace.</p> <p><b>Subtopic 6:</b> Recount effective classroom management policies for groups of children in elementary school.</p>	Elective Credit Only
<b>Fire Services</b>	<p><b>Subtopic 1:</b> Characterize challenges of hazardous material handling.</p> <p><b>Subtopic 2:</b> Articulate the recruitment and career training of the professional firefighter.</p> <p><b>Subtopic 3:</b> Denote critical incident stress management needs and provision.</p> <p><b>Subtopic 4:</b> Explain the roles performed by management and line staff.</p> <p><b>Subtopic 5:</b> Detail the steps to major accident responses.</p> <p><b>Subtopic 6:</b> Expound on adapting to firehouse life.</p>	Elective Credit Only
<b>Foundations of Political Science</b>	<p><b>Subtopic 1:</b> Recount the development of a personal political philosophy.</p> <p><b>Subtopic 2:</b> Compare and/or contrast the goals of internal political entities.</p> <p><b>Subtopic 3:</b> Describe the influence of religion in political thought.</p> <p><b>Subtopic 4:</b> Outline the evolution of the country's political philosophy/structure.</p> <p><b>Subtopic 5:</b> Clarify the political rights of minority populations within the country.</p> <p><b>Subtopic 6:</b> Discuss the major treaties or organizations in which the country participates.</p>	Elective Credit Only

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<b>Health Care for Mental Illness</b>	<p><b>Subtopic 1:</b> Communicate the diagnosis of mental health issues.</p> <p><b>Subtopic 2:</b> Detail comparisons of mental health facilities.</p> <p><b>Subtopic 3:</b> Explain the role(s) of the health care providers encountered.</p> <p><b>Subtopic 4:</b> Report the psychological responses to long-term prognosis.</p> <p><b>Subtopic 5:</b> Describe support provided by governmental or private offices, foundations and societies.</p> <p><b>Subtopic 6:</b> Illustrate any social impacts on those experiencing mental health issues.</p>	Elective Credit Only
<b>Human Communications</b>	<p><b>Subtopic 1:</b> Identify barriers to communication (whether external or internal).</p> <p><b>Subtopic 2:</b> Discuss the effectiveness of medium(s) of communication (verbal, nonverbal, computer-aided, graphics, touch, etc.).</p> <p><b>Subtopic 3:</b> Demonstrate effective communication in small or large groups, including the appropriate use of leadership communication.</p> <p><b>Subtopic 4:</b> Explain how to address conflict through communication.</p> <p><b>Subtopic 5:</b> Outline active listening skills.</p> <p><b>Subtopic 6:</b> Select one of the following:</p> <ul style="list-style-type: none"> <li>• Effective gender communication</li> <li>• Effective ethnic communication</li> <li>• Explain the roles of each of the parts of the communication process (sender/receiver/feedback/noise/environment/message)</li> </ul>	Effective Communications
<b>Human Resource Management</b>	<p><b>Subtopic 1:</b> Discuss the partnership between line managers and human resources departments.</p> <p><b>Subtopic 2:</b> Discuss how human capital management practices demonstrate an investment-oriented view of employees as valuable resources.</p> <p><b>Subtopic 3:</b> Explain the important considerations in hiring decisions.</p> <p><b>Subtopic 4:</b> Evaluate the relationship between performance management and organizational objectives.</p> <p><b>Subtopic 5:</b> Evaluate human resource management strategies to ensure compliance with employment laws.</p> <p><b>Subtopic 6:</b> Explore important aspects of recruitment and retention.</p>	Elective Credit Only
<b>Interior Design</b>	<p><b>Subtopic 1:</b> Relate and defend the selection of appliances (durable goods).</p> <p><b>Subtopic 2:</b> Determine the textiles and/or materials used based on utility, design or other considerations.</p> <p><b>Subtopic 3:</b> Conclude the importance and method of coordinating colors, textures, etc.</p> <p><b>Subtopic 4:</b> Support the use of lighting and special effects.</p> <p><b>Subtopic 5:</b> Represent the importance of effective utilization of space.</p> <p><b>Subtopic 6:</b> Represent uses of symmetry/asymmetry, balance, feng shui or aesthetics.</p>	Elective Credit Only
<b>Introduction to Project Management</b>	<p><b>Subtopic 1:</b> Explain the interpretation of project specifications and organizational requirements.</p> <p><b>Subtopic 2:</b> Sort and explain team components and member assignments.</p> <p><b>Subtopic 3:</b> Identify and elaborate on project goal documentation.</p> <p><b>Subtopic 4:</b> Explore and define charts and methods used to measure progress, schedule projects and apply control techniques, such as PERT, Critical Path and Gantt charts.</p> <p><b>Subtopic 5:</b> Discuss cost estimation.</p> <p><b>Subtopic 6:</b> Explain and outline contract negotiations.</p>	Elective Credit Only

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<b>Introduction to Religious Practice</b>	<p><b>Subtopic 1:</b> Describe the origins and development of the selected religious group.</p> <p><b>Subtopic 2:</b> Characterize the development of the selected religious group as it grew.</p> <p><b>Subtopic 3:</b> Clarify the main teachings or doctrine of the selected religious group.</p> <p><b>Subtopic 4:</b> Note and retell key components of the sacred writings of the selected religious group.</p> <p><b>Subtopic 5:</b> Recognize and articulate the organization of the selected religious group as it developed.</p> <p><b>Subtopic 6:</b> Discuss the role of the selected religious group within contemporary society.</p>	Elective Credit Only
<b>Investment Management</b>	<p><b>Subtopic 1:</b> Analyze the environment of securities investment, including the historical perspective.</p> <p><b>Subtopic 2:</b> Analyze the securities investment process, including theories of portfolio diversification.</p> <p><b>Subtopic 3:</b> Describe the principles and techniques of common stock valuation, including dividend vs. non dividend stocks.</p> <p><b>Subtopic 4:</b> Describe industry and company analysis as it pertains to investment goals.</p> <p><b>Subtopic 5:</b> Analyze fixed income securities and when they are appropriate.</p> <p><b>Subtopic 6:</b> Discuss financial statement analysis, including important balance sheet highlights.</p>	Elective Credit Only
<b>Judicial Systems</b>	<p><b>Subtopic 1:</b> Review the history and philosophy of justice in America and the placement of the writer within the system.</p> <p><b>Subtopic 2:</b> Explain recapitulation of the system.</p> <p><b>Subtopic 3:</b> Identify the various subsystems, role expectations and their interrelationships.</p> <p><b>Subtopic 4:</b> Define theories of crime, punishment and rehabilitation within the writer's specific segment of the system.</p> <p><b>Subtopic 5:</b> Relate ethics, education and training for professionalism in the system.</p> <p><b>Subtopic 6:</b> Outline career progression related to the specified criminal justice agency.</p>	Elective Credit Only
<b>Legal Secretary</b>	<p><b>Subtopic 1:</b> Describe the breadth and depth of education and training for legal secretaries (outside of college work) in one of the following areas: litigation/civil law, corporate law, estate planning/family law or general law.</p> <p><b>Subtopic 2:</b> Explain the importance of proper preparation and filing of legal documents.</p> <p><b>Subtopic 3:</b> Describe aspects of effective research of case law in support of attorneys.</p> <p><b>Subtopic 4:</b> State the principles of effective interpersonal communication and relationship building.</p> <p><b>Subtopic 5:</b> Discuss organizational effectiveness, including time management for self and others, workflow design and administrative decision making.</p> <p><b>Subtopic 6:</b> Identify the use of information technology in the legal secretary field.</p>	Elective Credit Only

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<b>Life Skill Assistance to Adult Disabled Persons</b>	<p><b>Subtopic 1:</b> Communicate assistance with and support of employment (examples might include search, preparation, placement and/or coaching).</p> <p><b>Subtopic 2:</b> Interpret matching assistive technologies to the needs of the disabled at home or work.</p> <p><b>Subtopic 3:</b> Outline the importance of records keeping (life experiences, work history, education history, volunteer history, health history, safety issues, etc.).</p> <p><b>Subtopic 4:</b> Describe how to find and use advocacy resources within the community (federal, state, legal, nonprofit, etc.).</p> <p><b>Subtopics 5 and 6:</b> Select up to two of the following as subtopics:</p> <ul style="list-style-type: none"> <li>• Describe effective medical emergency response planning regarding the disabled adult(s).</li> <li>• Explain the techniques and importance of positive behavior support for emotionally disturbed adults.</li> <li>• Illustrate the use of an individual service plan (roles of the interdisciplinary team, narrative section, action plans, strategies, etc.).</li> </ul>	Elective Credit Only
<b>Military Career (with Deployment)</b>	<p><b>Subtopic 1:</b> Explain what motivated the decision to enlist.</p> <p><b>Subtopic 2:</b> Define the need for multiple training phases in war-fighting preparation.</p> <p><b>Subtopic 3:</b> Outline the actions taken to ensure promotion with (or before) peers.</p> <p><b>Subtopic 4:</b> Identify personal pre-deployment arrangements (wills, bill payment, etc.) to help ensure successful deployment.</p> <p><b>Subtopic 5:</b> Demonstrate the importance of always representing the military (as enforced in Articles 2 and 5 of the Uniform Code of Military Justice (UCMJ) for American service members).</p> <p><b>Subtopic 6:</b> Illustrate the tradition, need and/or propriety of the policy against fraternization between enlisted and officer personnel.</p>	Elective Credit Only
<b>Military Life</b>	<p><b>Subtopic 1:</b> Explain what motivated the decision to enlist.</p> <p><b>Subtopic 2:</b> Define the need for multiple training phases in war-fighting preparation.</p> <p><b>Subtopic 3:</b> Outline the actions taken to ensure military promotion with (or before) peers.</p> <p><b>Subtopic 4:</b> Describe the transition from civilian attitudes to the military subculture.</p> <p><b>Subtopic 5:</b> Demonstrate the importance of always representing the military (as enforced in Articles 2 and 5 of the Uniform Code of Military Justice (UCMJ) for American service members).</p> <p><b>Subtopic 6:</b> Illustrate the tradition, need and/or propriety of the policy against fraternization between enlisted and officer personnel.</p>	Elective Credit Only
<b>Ministry</b>	<p><b>Subtopic 1:</b> Describe the selection of the ministry type.</p> <p><b>Subtopic 2:</b> Translate professional and/or theological resources that provide guidance.</p> <p><b>Subtopic 3:</b> Identify and expand on the ministry's target group.</p> <p><b>Subtopic 4:</b> Factor conflict resolution and problem solving from the Christian point of view.</p> <p><b>Subtopic 5:</b> Outline impetuses for adopting specific Biblical theological concepts within the ministry.</p> <p><b>Subtopic 6:</b> Review and summarize personal spiritual formation (growth) techniques and experiences.</p>	Elective Credit Only

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<b>Operations Management</b>	<p><b>Subtopic 1:</b> Portray the use of effective managerial communication.</p> <p><b>Subtopic 2:</b> Outline the prior use of Gantt charts, critical path or other planning methods in relation to organizational goals.</p> <p><b>Subtopic 3:</b> Explain quality control methods used for internal and external customers (Total Quality Management, Six Sigma, etc.).</p> <p><b>Subtopic 4:</b> Depict human resource management issues in recruitment, staffing and promotion for specific positions.</p> <p><b>Subtopic 5:</b> Verify and illustrate training of personnel to meet organizational needs.</p> <p><b>Subtopic 6:</b> Relate monitoring employee performance to motivations and corrections.</p> <p><b>Subtopic 6:</b> Explain the challenges of responsible and effective parenting presented by contemporary society.</p>	Elective Credit Only
<b>Pastoring</b>	<p><b>Subtopic 1:</b> Trace the important aspects of preaching.</p> <p><b>Subtopic 2:</b> Chronicle important aspects of Biblical teaching.</p> <p><b>Subtopic 3:</b> Note religious program administration options.</p> <p><b>Subtopic 4:</b> Identify Christian counseling practices.</p> <p><b>Subtopic 5:</b> Locate and communicate evangelism and outreach methods.</p> <p><b>Subtopic 6:</b> Give examples of personal spiritual formation (growth) techniques and experiences.</p>	Elective Credit Only
<b>Personnel Recruitment</b>	<p><b>Subtopic 1:</b> Discuss aspects of self-management through self-awareness (during presentations or discussions with prospective recruits).</p> <p><b>Subtopic 2:</b> Explain relationship management through social awareness.</p> <p><b>Subtopic 3:</b> Recognize how individual traits and characteristics match the values and culture of the organization.</p> <p><b>Subtopic 4:</b> Exemplify the use of cross-cultural communication.</p> <p><b>Subtopic 5:</b> Illustrate the characteristics of self-leadership when geographically separated from the organization.</p> <p><b>Subtopic 6:</b> Analyze managing goals in relation to organizational expectations.</p>	Effective Communication
<b>Police</b>	<p><b>Subtopic 1:</b> Explain the recruitment process for sworn officers.</p> <p><b>Subtopic 2:</b> Discuss the importance of professional training.</p> <p><b>Subtopic 3:</b> Outline the rank structure and efforts for advancement.</p> <p><b>Subtopic 4:</b> Describe aspects of police policy regarding community engagement.</p> <p><b>Subtopic 5:</b> Explore the importance of on-scene recordation and longer-term records-keeping to the police field.</p> <p><b>Subtopic 6:</b> Address demands for unerringly ethical police practices.</p>	Elective Credit Only
<b>Politics</b>	<p><b>Subtopic 1:</b> Define the role and influence of media on campaigns and elections.</p> <p><b>Subtopic 2:</b> Describe the history of political parties in the American setting, including the development of parties as a standard.</p> <p><b>Subtopic 3:</b> Examine the structure and roles of political parties and Political Action Committees (PACs).</p> <p><b>Subtopic 4:</b> Explore the context and financing of campaigns and elections.</p> <p><b>Subtopic 5:</b> Analyze the impact of statistical studies, such as demographics, consumer economics and consumer behaviors on campaigns and elections.</p> <p><b>Subtopic 6:</b> Assess potential influence of national and global events on elections and outcomes.</p>	Elective Credit Only



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<b>Public Speaking</b>	<p><b>Subtopic 1:</b> Discuss methods for analyzing the audience.</p> <p><b>Subtopic 2:</b> Explore the selection of the topic.</p> <p><b>Subtopic 3:</b> Explain the importance of matching the goals of the speech with the speech type.</p> <p><b>Subtopic 4:</b> Address how presentation aids and equipment enhance the message of a speaker.</p> <p><b>Subtopic 5:</b> Describe the importance of practicing presentations.</p> <p><b>Subtopic 6:</b> Identify communication techniques that addresses gender and ethnic considerations.</p>	Elective Credit Only
<b>Raising a Developmentally Disabled/Challenged Child</b>	<p><b>Subtopic 1:</b> State how to detect the signs of a developmental disability.</p> <p><b>Subtopic 2:</b> Describe how to prepare for a child's Individualized Family Service Plan (IFSP) and the transition from an IFSP to an Individualized Education Plan (IEP), if child has started K-12 schooling.</p> <p><b>Subtopic 3:</b> Identify the importance of community services offered, such as Special Olympics, the Arc, Gompers, summer programs and Raising Special Kids.</p> <p><b>Subtopic 4:</b> Evaluate, choose and participate in various types of therapy at home and in therapeutic settings, such as animal therapy, speech therapy, occupational therapy and psychological therapy.</p> <p><b>Subtopic 5:</b> Explain how to address legal issues by seeking legal advice or advocacy services to support the child; for example, through organizations like the Arizona Center for Disability Law (AZCDL), which offers assistance to families in Arizona.</p> <p><b>Subtopic 6:</b> Describe parental considerations regarding use of medications.</p>	Effective Communication
<b>Real Estate Property</b>	<p><b>Subtopic 1:</b> Analyze the environment of real estate investment, including historic market and locality trends.</p> <p><b>Subtopic 2:</b> Analyze real estate investment types and strategies to achieve a positive return on investment.</p> <p><b>Subtopic 3:</b> Discuss legal or ethical concerns in property ownership and management.</p> <p><b>Subtopic 4:</b> Discuss financing options and financial risks for real estate investment.</p> <p><b>Subtopic 5:</b> Define the types of ownership and potential impacts (taxes, HOAs, impinging development in surrounding area, etc.).</p> <p><b>Subtopic 6:</b> Identify important collaborative work relationships in real property management.</p>	Elective Credit Only
<b>Retail Sales Management</b>	<p><b>Subtopic 1:</b> Discuss effective customer communication techniques for de-escalating conflict and/or gauging satisfaction to promote continued or expanded patronage.</p> <p><b>Subtopic 2:</b> Explore retail sales as an adjunct to corporate marketing strategies.</p> <p><b>Subtopic 3:</b> Describe competent personnel management from the hiring decision to assignment within the retail environment.</p> <p><b>Subtopic 4:</b> Outline successful measures to meet corporate and store productivity targets.</p> <p><b>Subtopic 5:</b> Explain the principles of merchandising employed.</p> <p><b>Subtopic 6:</b> Identify methods for controlling inventory levels (supply chain management).</p>	Elective Credit Only



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<b>Roles in Health Care</b>	<p><b>Subtopic 1:</b> Give examples of the various professional and paraprofessional roles in contemporary U.S. health care.</p> <p><b>Subtopic 2:</b> Identify significant historical, political and economic issues that have influenced the development of various roles.</p> <p><b>Subtopic 3:</b> Discuss the regulation of health care professionals.</p> <p><b>Subtopic 4:</b> Analyze how educational, economic and legal factors affect interdisciplinary roles and relationships in health care.</p> <p><b>Subtopic 5:</b> Discuss conflict resolution and change strategies to promote improved interdisciplinary relationships in health care.</p> <p><b>Subtopic 6:</b> Explore projected needs and issues that may impact interdisciplinary roles and relationships in the future.</p>	Elective Credit Only
<b>Running a Nonprofit Business</b>	<p><b>Subtopic 1:</b> Discuss developing your product or service.</p> <p><b>Subtopic 2:</b> Explain finding and managing funding to support your nonprofit.</p> <p><b>Subtopic 3:</b> Discuss marketing the nonprofit organization.</p> <p><b>Subtopic 4:</b> Describe managing and organize volunteers.</p> <p><b>Subtopic 5:</b> Outline complying with state and federal rules for nonprofits.</p> <p><b>Subtopic 6:</b> Examine planning for long-term viability of the nonprofit.</p>	Elective Credit Only
<b>Sales Leadership</b>	<p><b>Subtopic 1:</b> Analyze market sales projections.</p> <p><b>Subtopic 2:</b> Develop personal sales practices.</p> <p><b>Subtopic 3:</b> Discuss regional or national market segmentation.</p> <p><b>Subtopic 4:</b> Explore assimilating corporate sales training into sales (non-college credit).</p> <p><b>Subtopic 5:</b> Record and analyze territory to determine metrics (i.e. needed size of sales force, productivity of the current sales force, etc.).</p> <p><b>Subtopic 6:</b> Describe management and leadership techniques when supervising others in sales.</p>	Elective Credit Only
<b>Vocational Nursing</b>	<p><b>Subtopic 1:</b> Describe overcoming limited resources (time constraints, inadequate staffing, limited budget) to ensure patients received quality care.</p> <p><b>Subtopic 2:</b> Recall how health care providers became leaders and community builders, including your experiences as a leader and community builder.</p> <p><b>Subtopic 3:</b> Nursing theory rarely mirrors actual, nursing practice. Describe your transition into nursing practice and discuss how you adapted/overcame differences between theory and nursing practice.</p> <p><b>Subtopic 4:</b> Discuss productive approaches to apathy, incompetence or neglect by colleagues in a health care setting.</p> <p><b>Subtopic 5:</b> Explain providing for the personal or emotional needs of patients (as opposed to only the physical needs), even with a heavy patient load.</p> <p><b>Subtopic 6:</b> Describe how you prevent burnout syndrome and post-traumatic stress disorder (PTSD).</p>	Elective Credit Only

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