# Table Of Contents

- Introduction ............................................................................................................................. 2
- Business .................................................................................................................................. 3
- English ..................................................................................................................................... 7
- Health Sciences ...................................................................................................................... 8
- Humanities ............................................................................................................................. 11
- Languages ............................................................................................................................. 13
- Mathematics .......................................................................................................................... 15
- Natural Sciences ................................................................................................................... 19
- Course Index .......................................................................................................................... 21
Welcome to UW Independent Learning

University of Wisconsin Independent Learning offers a more convenient way for you to meet your goals through a large catalog of online and distance learning courses.

The Courses You’ve Been Looking For. Where and When You Need Them.

At University of Wisconsin Independent Learning, we’re focused on you. Our distance learning courses are available whenever and wherever you need them. So no matter where you are in life—high school, college, your first job, retirement—you can receive a high-quality UW education.

What began as a correspondence study program in the 1890s has evolved to meet the needs of today’s learners by offering both print and online college-level courses developed and taught by UW faculty. UW Independent Learning brings the Wisconsin Idea to life by expanding education and lifelong learning opportunities beyond the boundaries of a classroom.

Whether you want to get an early start on college coursework, earn the final credits you need to graduate college, or gain professional or personal enrichment, UW Independent Learning offers courses that are:

- **Distance learning**: All of our courses can be completed from anywhere, and most are offered fully online. You can complete coursework without ever traveling to a campus.
- **Accessible**: Our program does not require an application and does not limit enrollments. If you meet the prerequisites for a course, you’re guaranteed a spot.
- **Convenient**: Courses are always open, allowing students to enroll any day of the year. Your first day of class is the day you register, so there’s no waiting for a new semester to start.
- **Self-paced**: You’re in charge of your own progress and pace. You set your own deadlines and have six months to complete your course, with options to extend up to a full year if you need more time.
- **Transferable**: With a transcript issued by UW Extension, our courses transfer to all 26 UW System campuses and many other colleges and universities around the country.

With an ever-growing catalog of over 30 courses, you’ll find an option that meets your needs—whether it’s a general education requirement, a professional development course, or simply a topic that interests you.
BUSINESS

Business Communication
U216-354
3 credits
Online

Study and practice of the techniques of achieving clarity, brevity and effectiveness in business communication. Planning, preparation, critiquing of business letters, memoranda, short and long reports, resumes, manuals of procedure, and oral reports.

The ability to communicate effectively is the most important skill you can develop. How well you inform, influence, and persuade others determines the progress you make in your career and the quality of your personal relationships. Effective communication is essential to the success of businesses and individuals. This course will focus on the fundamentals of business communication through an examination of such topics as business letters, memorandums and e-mail, employment correspondence, listening skills and business reports.

Prerequisites: One college-level composition course

Business Statistics
U296-241
3 credits
Online

Descriptive methods; probability and inference; regression and correlation. This course is designed to give you the ability to analyze data in a useful way. It should also provide you with the capacity to understand how you and others use (and abuse!) data and the information available from it. Topics include the description of both nominal and quantity data, probability distributions, statistical inference (estimation and hypothesis testing), and regression analysis. This course will provide you with the practical skills needed in business, science, the public sector, and other areas of society, where analysts and decision-makers need to draw conclusions from data, which will in turn better inform the decisions they must make. In essence, we will learn to analyze, collect, and organize data as well as how to use that data for practical decision making.

Prerequisites: Math 104, 106, 108, 204, 206, or 171 with a grade of C or better, OR qualified to enroll in Math 106 or 171. Not open to students who have completed Economics 472 or 473.
Effective Board Governance
C216-M29
14 CEU
Online

This course is designed to provide procedural tools for those individuals who work on a board of directors. In this course, we will be learning how to maintain an organized atmosphere when it comes to deliberations and decision-making on a board of directors. We will be talking about how to present proposals for action (motions) and how to amend the proposal and even how to modify the process itself as a board would seek to examine the proposal. We will also be talking about the different types of governing documents of which a board of directors needs to be familiar. We will also discuss the varying scopes of authority and responsibility that a board would exercise as based on the uniqueness of the organization that the board serves. Finally, we will be looking at the accountability factor that is attached to working on a board of directors. It is our desire to see you become a more effective member of a board of directors as you work through the content of this course, and we are going to do everything we can to help you accomplish that goal.

Essential Negotiation Skills for Effective Conflict Management
C216-M30
10 CEU
Online

This course offers practical conflict management techniques and strategies for handling the challenges of adversarial conflict through cooperative negotiation. Students will study the role of communication, perception, emotions and power dynamics in the negotiation process. Emphasis is also placed on negotiating with challenging parties and in difficult situations. Students will learn the specific ways to transform conflicts and negotiate mutually satisfying agreements more successfully in their personal and professional lives.

Introduction to Communication
U601-110
3 credits
Online

This course offers an introduction to concepts and theories of communication, and then asks students to apply those concepts and theories to interpersonal interactions, small group processes, and public addresses. Through participating in the course, students will recognize the importance of communication’s relevance to everyday life, and the importance of critically examining and celebrating diverse voices.

Prerequisites: None
Introduction to Parliamentary Procedure: Dynamics of Leadership

C216-M28
14 CEU
Online

An introductory course based on Roberts’ Rules of Order, the most widely used and authoritative reference in the field of meeting procedure and management. If you are involved in an organization and want to have quality meetings that result in decisions rather than more meetings, this course is for you. Students who finish this course and pass the examination with a grade of C or higher are eligible for membership in the National Association of Parliamentarians without further testing.

Prerequisites: None

Principles of Macroeconomics

U296-103
3 credits
Online

Economic role of the government sector; government expenditures and taxation; national income analysis; economic fluctuations; money and banking; economic growth; international economics.

Prerequisites: Completion of 2 years of high school Algebra and 1 year of high school Geometry with a C or better, or the equivalent

Principles of Marketing

U216-311
3 credits
Online

Principles of marketing is an introductory course that presents basic marketing theory, the marketing concept, the marketing mix, methods of marketing research, target marketing, the marketing environment, and the effect of social media on marketing.

Prerequisites: None
Principles of Microeconomics

U296-101
3 credits
Online

The goal and objective of this course is to teach students the framework principles behind microeconomics. Economics is the study of how entities make decisions to allocate resources that are scarce in nature. Microeconomics focuses on the decisions of individuals and firms in particular. Students will learn economic terminology and philosophy that will provide a strong basis for understanding and analyzing current public policies and events. Topics of this course include consumer and firm behavior as well as market and public sector economics. The tools introduced and learned in this course will be primarily diagrammatical and mathematical in nature. Oftentimes students may have some difficulty at first employing the tools learned and utilized in economics courses. However with consistent hard work, these tools become quite intuitive and even easy to use.

Prerequisites: Completion of 2 years of high school Algebra and 1 year of high school Geometry with a C or better, or the equivalent.
Intermediate Composition: The Essay: Inspiration, Order, and Insight

U350-201
3 credits
Online

Expository essays leading to a final project. In writing the essays, you are encouraged to begin with inspiration—with an idea you care about—and then to structure your thoughts in ways that present that idea clearly to your audience.

Prerequisites: Completion of U350-102 Freshman Composition with a C or better or the equivalent
HEALTH SCIENCES

Human Biology

U200-115
3 credits
Online

This course investigates the structure and function of the human body as related to areas of health and disease. You will study the chemistry of life; organization and regulation of the body systems; cardiovascular, nervous, reproductive, immune, respiratory, digestive, and lymphatic systems; infectious diseases, human evolution, ecology and human interactions with ecology; and human sustainability.

Prerequisites: None

Human Biology Lab

U200-115L
1 credits
Online

This course investigates the structure and function of the human body as related to areas of health and disease. You will study through labs the chemistry of life; organization and regulation of body systems; cardiovascular, nervous, reproductive, immune, respiratory, digestive, and lymphatic systems; infectious diseases and epidemiology; human evolution; ecology and human interactions; and population dynamics.

Prerequisites: Concurrent enrollment in or completion of U200-115 Human Biology with a C or better or the equivalent recommended

Introduction to Human Anatomy and Physiology

U200-182
3 credits
Online

This course is a study of the structure and function of the human body at the level of organs and systems. This course gives an introductory overview of the following topics: Integumentary System, Skeletal System, Muscular System, Nervous System, The Special Senses, Endocrinology, Circulatory System, Cardiac System, Respiration, Digestion, Urinary System, and Reproductive Systems.

Prerequisites: Advanced placement biology and chemistry classes or college level biology and chemistry
Introduction to Pharmacology

This course introduces basic concepts of pharmacology and terms used and provides a framework to understand drugs and their administration. Unit I is a basic but comprehensive review of pharmacologic principles, introducing students to the subject of drugs, their sources, and uses in treating disease. Drug calculations are simplified into two step-by-step processes, so students become. Students study medication preparation, steps in calculating dosages, supplies, and specific information on each route of administration through textual and video components.

In unit II, students examine drug classifications through descriptions and characteristics of common drugs, their purposes, side effects, precautions or contraindications, and interactions. In addition, patient education is highlighted for each classification of drugs to bring an awareness of the importance to health care professionals to assist in patient teaching and answer questions about the medications they take.

Prerequisites: Grade of C or greater in Human Biology (U200-115), or General Chemistry with Lab (U500-101), or equivalent.

Medical Terminology

This course is designed to acquaint students pursuing science and medical careers with the origins of technical terms they are likely to encounter. The focus of the class will be an introduction to the component parts of scientific and medical terms including prefixes, suffixes and word roots. You will become familiar with body structure and function, and as a result be able to describe the terms that define human body systems.

Nutrition

The course helps students plan, evaluate, and analyze dietary intake based on sound nutritional guidelines, principles, and knowledge for the purpose of health enhancement, improved mental and physical performance, and decreasing risk of disease.

Prerequisites: Intermediate language requirement
Personal Health

U200-100
3 credits
Online

This course will provide students the opportunity to develop a well-rounded understanding of health and wellness by exploring physical activity, nutrition, stress management, and other health behaviors. The course will culminate with the students creating a personal wellness plan, which includes both physical and psychological health improvement strategies.
HUMANITIES

Appreciation and History of Music

U660-101
3 credits
Online

Expand your knowledge and appreciation of music as you learn concepts to help you better understand the music you already enjoy as well as music of different time periods and cultures. This course assumes no previous background in music.

Business Communication

U216-354
3 credits
Online

Study and practice of the techniques of achieving clarity, brevity and effectiveness in business communication. Planning, preparation, critiquing of business letters, memoranda, short and long reports, resumes, manuals of procedure, and oral reports.

The ability to communicate effectively is the most important skill you can develop. How well you inform, influence, and persuade others determines the progress you make in your career and the quality of your personal relationships. Effective communication is essential to the success of businesses and individuals. This course will focus on the fundamentals of business communication through an examination of such topics as business letters, memorandums and e-mail, employment correspondence, listening skills and business reports.

Prerequisites: One college-level composition course

Introduction to Communication

U601-110
3 credits
Online

This course offers an introduction to concepts and theories of communication, and then asks students to apply those concepts and theories to interpersonal interactions, small group processes, and public addresses. Through participating in the course, students will recognize the importance of communication's relevance to everyday life, and the importance of critically examining and celebrating diverse voices.

Prerequisites: None
The Civil War Era, 1848-1877

U448-393
3 credits
Online

History 393 is an upper-level undergraduate course exploring the history of the United States during the slavery debate, the Civil War, and the period often called “Reconstruction.” It is designed to help you build a number of important skills, including:

- Understanding and assessing primary sources
- Understanding and assessing historical arguments and debates
- Presenting original and coherent written arguments based on primary and secondary materials
- Applying historical knowledge and skills to contemporary debates and representations

The course readings include book-length and shorter works of history, as well as a variety of primary source documents, including slave narratives, political speeches, and other personal and political writings. Visual materials are presented through the course to provide another perspective on this era. Concluding course units invite students to explore the ongoing contests over the Civil War’s memory and meaning.

Prerequisites: None
LANGUAGES

French 101: First Semester French
U400-101
4 credits
Online

Develop listening, speaking, reading, and writing skills, all in a cultural context as you learn about French-speaking cultures around the world.

Prerequisites: French 101 assumes no previous knowledge of the language

French 102: Second Semester French
U400-102
4 credits
Online

Continue to develop listening, speaking, reading, and writing skills, all in a cultural context as you learn about France and the French-speaking cultures around the world. French 101 and French 102 use the same textbook and other materials.

Prerequisites: Completion of U400-101 First Semester French with a C or better or the equivalent

Spanish 101: First Semester Spanish
U912-101
4 credits
Online

Spanish 101 is the first course in the Spanish language sequence. In this elementary level course, students will develop an understanding of grammar concepts. Through textbook-based activities, written assignments, reading activities, and speech acts, students will practice grammatical forms and new vocabulary in guided, meaningful settings. Course materials are selected and designed to aid students in developing an understanding of diverse Spanish-speaking cultures.

Prerequisites: None; Appropriate for advanced high school and first-year or higher college students.
Spanish 102: Second Semester Spanish

U912-102
4 credits
Online

Spanish 102 is the second course in the Spanish language sequence. In this elementary level course, students will develop an understanding of grammar concepts. Through textbook-based activities, written assignments, reading activities, and speech acts, students will practice grammatical forms and new vocabulary in guided, meaningful settings. Course materials are selected and designed to aid students in developing an understanding of diverse Spanish-speaking cultures.

Prerequisites: Completion of U912-101 First Semester Spanish with a C or better or the equivalent; Appropriate for advanced high school and first-year or higher college students.
Mathematics

Algebra for Calculus

U3600-109
4 credits
Online

The study of the properties of elementary functions, such as polynomial, absolute, radical, rational, exponential and logarithmic functions. Topics include equations, inequalities, functions, and their graphs. Students will formulate, analyze, solve and interpret mathematical and real-world problems. Student work will be completed in a third-party e-text platform as well as through the online learning management system. A mix of interactive figures, video lectures, examples, and help are available to assist students in the course. Throughout the course, students will have at least three opportunities to have video conversations with the course facilitator. Students will work with the course facilitator to create a customized learning plan to create a path towards course completion. In this problem-based quantitative course, students will have the opportunity to communicate and collaborate with other students in the course. Students are given opportunities to participate in student-to-student tutoring sessions for extra credit. The course is intended to provide the algebra skills for calculus.

Prerequisites: Completion of 2 years of high school Algebra and 1 year of high school Geometry with a C or better or the equivalent

Business Statistics

U296-241
3 credits
Online

Descriptive methods; probability and inference; regression and correlation. This course is designed to give you the ability to analyze data in a useful way. It should also provide you with the capacity to understand how you and others use (and abuse!) data and the information available from it. Topics include the description of both nominal and quantity data, probability distributions, statistical inference (estimation and hypothesis testing), and regression analysis. This course will provide you with the practical skills needed in business, science, the public sector, and other areas of society, where analysts and decision-makers need to draw conclusions from data, which will in turn better inform the decisions they must make. In essence, we will learn to analyze, collect, and organize data as well as how to use that data for practical decision making.

Prerequisites: Math 104, 106, 108, 204, 206, or 171 with a grade of C or better, OR qualified to enroll in Math 106 or 171. Not open to students who have completed Economics 472 or 473.
Calculus I

U3600-114
4 credits
Online

This course will cover limits, theory, and application of the derivative; introduction to integration. After completing this course, the student will be able to: Evaluate limits and explain the relationship between continuity, limits, and derivatives; Use the definition of a derivative and the product, quotient, and chain rules to find derivatives; Use the Fundamental Theorem of Calculus and the substitution rule to compute integrals; Solve applied problems by setting up and evaluating derivatives and integrals.

Prerequisites: Completion of a college-level precalculus mathematics course with a C or better or the equivalent, or completion of U3600-109 Algebra for Calculus or similar college algebra course and a trigonometry course with a C or better or the equivalent, or four-years of above-average work in college-prep mathematics, including one semester of trigonometry.

Calculus II

U3600-215
4 credits
Online

This course will cover techniques of integration, applications of integration and an introduction to differential equations, sequences, and series.

Prerequisites: Completion of U3600-114 Calculus I with a C or better or the equivalent

Calculus III

U3600-216
4 credits
Online

Introduction to functions of several variables, including partial derivatives, multiple integrals, the calculus of vector-valued functions, and Green's Theorem, Stokes' Theorem, and the Divergence Theorem. After completing this course, the student will be able to: Visualize and analyze curves and surfaces defined by parametric equations, polar coordinates, and vectors; Compute derivatives and integrals of multivariate functions; Use Green’s Theorem, Stokes’ Theorem, and the Divergence Theorem to evaluate line and surface integrals; Solve applied problems by setting up and evaluating derivatives and integrals of multivariate functions.

Prerequisites: Completion of U3600-215 Calculus II with a C or better or the equivalent.
Elementary Statistics

U3600-246
4 credits
Online

The primary aim of the course is to help students develop a basic understanding and use of statistical concepts and methods to facilitate study and research in other disciplines. Major topics that we will cover include (1) exploring data and relationships among data, (2) producing (collecting) data and understanding sampling distributions, and (3) making statistically correct interpretations and inferences.

Specific topics we will cover include: data collection, descriptive statistics, both graphical and numerical, general and sampling distributions, measures of central tendency, measures of variability, grouped data, the normal distribution, central limit theorem and the fundamentals of statistical interference, including confidence intervals and hypothesis testing and estimation, simple regression and correlation, the t-distribution and chi-square test.

Students who have successfully learned this material will be prepared to interpret data from the field they are studying.

Prerequisites: Completion of an introductory-level Algebra course or U3600-110 College Algebra with a C or better or the equivalent.

Principles of Macroeconomics

U296-103
3 credits
Online

Economic role of the government sector; government expenditures and taxation; national income analysis; economic fluctuations; money and banking; economic growth; international economics.

Prerequisites: Completion of 2 years of high school Algebra and 1 year of high school Geometry with a C or better, or the equivalent.
Principles of Microeconomics

U296-101
3 credits
Online

The goal and objective of this course is to teach students the framework principles behind microeconomics. Economics is the study of how entities make decisions to allocate resources that are scarce in nature. Microeconomics focuses on the decisions of individuals and firms in particular. Students will learn economic terminology and philosophy that will provide a strong basis for understanding and analyzing current public policies and events. Topics of this course include consumer and firm behavior as well as market and public sector economics. The tools introduced and learned in this course will be primarily diagrammatical and mathematical in nature. Oftentimes students may have some difficulty at first employing the tools learned and utilized in economics courses. However with consistent hard work, these tools become quite intuitive and even easy to use.

Prerequisites: Completion of 2 years of high school Algebra and 1 year of high school Geometry with a C or better, or the equivalent.
NATURAL SCIENCES

General Physics

U540-101
3 credits
Online

Physics is a way of viewing the world through quantitative relationships among qualities of physical objects in ever broadening abstractions of the relationships among these objects, established through the scientific method. In this course, you will learn two of the classical theories of physics that first established the field: Newton’s law of motion and the kinetic theory of gases. Along the way, you will learn the ideas that undergird these broad-ranging principles and practice quantifying their interrelationships.

Prerequisites: C or better in College Algebra

Human Biology

U200-115
3 credits
Online

This course investigates the structure and function of the human body as related to areas of health and disease. You will study the chemistry of life; organization and regulation of the body systems; cardiovascular, nervous, reproductive, immune, respiratory, digestive, and lymphatic systems; infectious diseases, human evolution, ecology and human interactions with ecology; and human sustainability.

Prerequisites: None

Human Biology Lab

U200-115L
1 credits
Online

This course investigates the structure and function of the human body as related to areas of health and disease. You will study through labs the chemistry of life; organization and regulation of body systems; cardiovascular, nervous, reproductive, immune, respiratory, digestive, and lymphatic systems; infectious diseases and epidemiology; human evolution; ecology and human interactions; and population dynamics.

Prerequisites: Concurrent enrollment in or completion of U200-115 Human Biology with a C or better or the equivalent recommended
Microbiology

U520-101
3 credits
Online

U520-101 introduces concepts, skills and reasoning fundamental to the study of Microbiology. A key theme is cellular nature of life. The main principles that guide our study include evolution, cellular structure and function, metabolic pathway, information flow and genetics, microbial systems, and the impact of microbes. Some of our topics will address infectious disease and how our understanding of microbes allows us to battle this persistent threat.

Prerequisites: The completion of college level General Biology and General Chemistry or the equivalents of those courses.

Research Methods in Psychology

U550-225
3 credits
Online

This course covers the major research methodologies used in Psychological research. It covers background information important to research methodology including literature searches, forming research questions, ethics, and methodology selection, as well as the actual techniques of conducting research including collecting, handling and analyzing data, interpretation, and reporting results. It covers these techniques for the major types of research methodology including literature, observational, correlational, and experimental.

Prerequisites: A passing grade in Elementary Statistics U3600-246 or the equivalent college level statistics course
Course Index

<table>
<thead>
<tr>
<th>Course</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Algebra for Calculus</td>
<td>15</td>
</tr>
<tr>
<td>Appreciation and History of Music</td>
<td>11</td>
</tr>
<tr>
<td>Business Communication</td>
<td>11</td>
</tr>
<tr>
<td>Business Statistics</td>
<td>15</td>
</tr>
<tr>
<td>Calculus I</td>
<td>16</td>
</tr>
<tr>
<td>Calculus II</td>
<td>16</td>
</tr>
<tr>
<td>Calculus III</td>
<td>16</td>
</tr>
<tr>
<td>Effective Board Governance</td>
<td>4</td>
</tr>
<tr>
<td>Elementary Statistics</td>
<td>17</td>
</tr>
<tr>
<td>Essential Negotiation Skills for Effective Conflict Management</td>
<td>4</td>
</tr>
<tr>
<td>French 101: First Semester French</td>
<td>13</td>
</tr>
<tr>
<td>French 102: Second Semester French</td>
<td>13</td>
</tr>
<tr>
<td>General Physics</td>
<td>19</td>
</tr>
<tr>
<td>Human Biology</td>
<td>19</td>
</tr>
<tr>
<td>Human Biology Lab</td>
<td>19</td>
</tr>
<tr>
<td>Intermediate Composition: The Essay: Inspiration, Order, and Insight</td>
<td>7</td>
</tr>
<tr>
<td>Introduction to Communication</td>
<td>11</td>
</tr>
<tr>
<td>Introduction to Human Anatomy and Physiology</td>
<td>8</td>
</tr>
<tr>
<td>Introduction to Parliamentary Procedure: Dynamics of Leadership</td>
<td>5</td>
</tr>
<tr>
<td>Introduction to Pharmacology</td>
<td>9</td>
</tr>
<tr>
<td>Medical Terminology</td>
<td>9</td>
</tr>
<tr>
<td>Microbiology</td>
<td>20</td>
</tr>
<tr>
<td>Nutrition</td>
<td>9</td>
</tr>
<tr>
<td>Personal Health</td>
<td>10</td>
</tr>
<tr>
<td>Principles of Macroeconomics</td>
<td>17</td>
</tr>
<tr>
<td>Principles of Marketing</td>
<td>5</td>
</tr>
<tr>
<td>Principles of Microeconomics</td>
<td>18</td>
</tr>
<tr>
<td>Research Methods in Psychology</td>
<td>20</td>
</tr>
<tr>
<td>Spanish 101: First Semester Spanish</td>
<td>13</td>
</tr>
<tr>
<td>Spanish 102: Second Semester Spanish</td>
<td>14</td>
</tr>
<tr>
<td>The Civil War Era, 1848-1877</td>
<td>12</td>
</tr>
</tbody>
</table>