This text provides an introduction to the concept of culture and a brief overview of the development of anthropological theory. It explores human cultural diversity throughout the world through the examination of cultural features such as modes of subsistence, sociocultural integration, political organization, family structures, race, ethnicity, gender roles and globalization.

- Front Matter
- 1: Introduction to Anthropology
- 2: What is Culture?
- 3: Anthropological Theory
- 4: Methods and Fieldwork
- 5: Language
- 6: Subsistence
- 7: Economics
- 8: Political Organization
• Archaeology: It's More Than Digging In The Dirt (Schelb)

This textbook will help you better understand archaeology and how it acquires knowledge about humans based solely on the material culture of the people being studied. You’ll learn how archaeologists do fieldwork and analyze human behaviors and patterns. Additionally, you’ll see how archaeologists use multiple types of data and evidence to draw conclusions about how humans have lived and adapted to the environment.
This textbook was designed to be used for HACC COMM 101 Effective Speaking. The material was primarily taken from the OER, Exploring Public Speaking by Barton and Tucker. Other primary OER sources include: Public Speaking (The Public Speaking Project) and Stand up, Speak out--The Practice and Ethics of Public Speaking. Each chapter includes text material, related resources, and activities/exercises.

- Front Matter
- 1: Introduction to Public Speaking
- 2: Transactional Model of Communication
- 3: Communication Apprehension
- 4: Audience Analysis
- 5: Speaker Credibility and Ethics
- 6: Researching Your Speech Topic
- 7: Topic, Purpose Statements and Central Idea
- 8: Supporting Materials
- 9: Introductions, Conclusions and Connective Statements
- 10: Outlining and Organizing
- 11: Language
- 12: Delivery
- 13: Visual Aids
- 14: Informative Speeches
- 15: Persuasive Speaking
- 16: Listening
- 17: Special Occasion Speeches
- Back Matter
• FS 101 Career Development and Decision-making Open Educational Resource (OER)

This textbook is an integral part of Foundational Studies 101 Career Development and Decision-making, a three credit course at Harrisburg Area Community College, Central Pennsylvania's Community College. This course explores the process of career and decision-making. Course content covers career planning, World-of-Work exploration, self-awareness, occupational research, and goal setting.

  ◦ Front Matter
  ◦ 1: PART 1 - Who Am I?
  ◦ 2: PART 2 - What's Out There?
  ◦ 3: PART 3 - What Factors Might Affect My Choices?
  ◦ 4: PART 4 - Where Do I Go From Here?
  ◦ 5: PART 5 - What Have I Learned Through This Process?
  ◦ Back Matter

• Human Services Field Work Practicum Manual

This Field Work Practicum manual is for students in HACC's HUMS 215 Field Work Practicum course. This course provides students with a cumulative learning experience and is a required course in the Human Services, Social Services, and Addiction & Recovery Services degree programs at HACC. Students work in a human services agency under supervision. In this environment, students learn to apply the knowledge, skills, and attitudes acquired in their coursework.
Front Matter

1: Introduction
2: What is Practicum
3: Preparing for the Field Work Practicum
4: During the Practicum
5: Assignments
6: Weekly Reports
7: Learning Topics
8: Resources
9: Sample Forms
10: References

Back Matter

- Introduction to the College Experience (Burns, Ogle, Valentine)

Front Matter
1: Personal Responsibility and Decision-making
2: College Resources and Policies
3: Motivation
4: Goal-setting
5: Self-Management (Time)
6: Financial Management
7: Academic Planning using Career and Advising Resources
8: Collaboration
9: Information Literacy
10: Academic Success Strategies
11: Conclusion

Back Matter