

Short Courses

CRN	COURSE	TITLE	DAY(S)	TIME	UNIT(S)	DATES
SELECTED SHORT COURSES BEGINNING IN JANUARY						
37617	ACTG 103 OL	Ten-Key Skills	Online	8 Hours	0.5	1/22-2/12
44735	ACTG 144 OL	QuickBooks: Set-up/Service Business	Online	24 Hours	1.5	1/22-3/19
44923	ACTG 175 SA	Volunteer Income Tax Preparation	Sat	8:30-4:30	2.5	1/10-2/21
			Sat	12:30-4:30		2/28-4/4
43670	AUTO 524 PS	Smog Check Inspector Training Level I	MW	6:30-9:55	3.5	1/26-4/13
43672	AUTO 665S4 SA	2013 Smog Check Update	Sat/Sun	9:00-5:00	1.0	1/24-1/25
37620	BCM. 100 AX	Beginning Computer Keyboarding	TTh	9:35-10:50	1.5	1/22-3/19
30654	BCM. 101 AX	Computer Keyboarding Skill Building	TTh	9:35-10:50	1.5	1/22-3/19
36969	BCM. 104 KS	Intro to Computers with Windows I	T	6:30-9:30	1.5	1/27-3/17
35200	BCM. 200 OL	Intro to Microsoft Office Suite	Online	32 Hours	2.0	1/22-4/16
38188	BCM. 214 OL	Word Processing I: Word	Online	16 Hours	1.0	1/22-2/26
37383	BCM. 222 OL	Business Presentations I: PowerPoint	Online	16 Hours	1.0	1/22-2/26
35212	BCM. 225 AS	Spreadsheets I: Excel	MWF	10:10-11:00	1.0	1/23-3/4
34743	BCM. 225 OL	Spreadsheets I: Excel	Online	16 Hours	1.0	1/22-2/26
38223	BCM. 230 OL	Database Applications I: Access	Online	16 Hours	1.0	1/22-2/26
41850	BCM. 410 OL	Photoshop Essentials	Online	24 Hours	1.5	1/22-3/19
37670	BCM. 412 OL	Flash I	Online	24 Hours	1.5	1/22-3/19
41147	BUS. 100 OL	Introduction to Business	Online	48 Hours	3.0	1/22-3/12
44895	BUS. 210 OL	International Finance	Online	24 Hours	1.5	1/22-3/12
43087	BUS. 221 OL	Intercultural Business Communication	Online	24 Hours	1.5	1/22-3/12
41834	BUS. 243 OL	Legal Environment of Int'l Business	Online	24 Hours	1.5	1/22-3/12
44570	BUS. 269 AZ	Warehousing and Logistics	MTWTh	1:00- 3:20	4.0	1/12-3/19
44440	COUN 657 CAA	Auto Guidance Seminar – CAA	M	12:10-1:25	1.0	1/26-4/20
44425	COUN 658 CAB	Allied Health Seminar – CAA	T	11:10-12:00	1.0	1/27-4/7
44916	DSKL 825.1 DS	Assistive Computer Technology: Kurzweil 3000 I	T	12:35-2:35	1.0	1/27-3/17
44918	DSKL 825.1 JS	Assistive Computer Technology: Kurzweil 3000 I	T	5:30-7:30	1.0	1/27-3/17
44919	DSKL 826.1 BS	Assistive Computer Technology: Dragon NaturallySpeaking I	W	12:10-2:00	1.0	1/28-3/18
38823	ECE. 201 SX	Child Development	Sat	9:00-5:00	3.0	1/24-3/7
43243	ECE. 213 SX	The School-Age Child	Sat	9:00-5:00	3.0	1/24-3/7
42701	ECE. 314 SS	Health, Safety, and Nutrition for Young Children	Sat	9:00-4:00	3.0	1/24-3/14
44408	ESTM 425 JA	Building Performance Assessment LAB	MW Sat	9:00-10:00 9:10-4:50	4.0	1/26-3/21 1/31, 2/21, 3/7 & 3/21
43800	HSCI 314 SX	Health, Safety, and Nutrition for Young Children	Sat	9:00-4:00	3.0	1/24-3/14
44933	HTM. 124 JS	Excellence in Guest Service	T	5:30-6:20	0.5	1/27-3/17
39777	PSYC 201 SX	Child Development	Sat	9:00-5:00	3.0	1/24-3/7

SELECTED SHORT COURSES BEGINNING IN FEBRUARY

43673	AUTO 665S4 SB	2013 Smog Check Update	Sat/Sun	9:00-5:00	1.0	2/21-2/22
41781	AUTO 665SU JS	Car Care Basics for Women	TTh	6:00-10:00	0.5	2/17-2/19
37650	BCM. 301 OL	Maximizing Your Employment Potential	Online	24 Hours	1.5	2/26-4/9
40818	BIOL 422 JS	Foundations of Biotechnology	T	6:00-10:00	1.0	2/24-3/17
44896	CRER 116 SS	Deciding on a Major	Sat	8:30-4:30	0.5	2/28

CRN	COURSE	TITLE	DAY(S)	TIME	UNIT(S)	DATES
44912	CRER 145 CAC	Soft Skills for Allied Health Professionals	W	2:00-3:25	1.0	2/11-4/29
44908	DSKL 822 AA	Study Smart Skills	Th	12:35-2:35	1.0	2/12-4/16
44915	DSKL 825.1 CS	Assistive Computer Technology: Kurzweil 3000 I	M	12:10-2:00	1.0	2/9-4/20
40662	EMC. 425 JS	CPR: Health Care Provider	MT	6:00-10:00	0.5	2/2-2/3
44406	ESTM 411 JA	Intro to Solar Photovoltaics (PV) Systems and Markets	TTh	6:00-9:15	2.0	2/3-3/5
40362	INDV 126 JX	Coed Club Badminton	MW	3:45-6:00	1.0	2/2-4/27
35564	LSKL 110 AV	Directed Experience in Tutoring	T By Arr	1:10-2:25 1.8-10.3 Hrs/Wk	0.5-3.0	2/10-5/19
44855	LSKL 110 BV	Directed Experience in Tutoring	Th By Arr	3:10-4:25 1.8-10.3 Hrs/Wk	0.5-3.0	2/12-5/21
30535	MATH 110 AS	Elementary Algebra	MTWTh	1:10-2:30	5.0	2/9-4/30
40135	MATH 120 AS	Intermediate Algebra	MTWTh	1:10-2:30	5.0	2/9-4/30
42982	WELL 665SH SS	Introduction to Flower Essences	Sat	9:00-5:00	0.5	2/28

SELECTED SHORT COURSES BEGINNING IN MARCH

43669	ACTG 100 AS	Accounting Procedures	MWF	8:10-10:00	3.0	3/30-5/22
43674	AUTO 665S4 SC	2013 Smog Check Update	Sat/Sun	9:00-5:00	1.0	3/14-3/15
42599	AUTO 665SX JS	Car Care Basics for Women II	TTh	6:00-10:00	0.5	3/17-3/19
44816	BCM. 105 JS	Intro to Computers with Windows II	T	6:30-9:30	1.0	3/31-5/5
38189	BCM. 215 OL	Word Processing II: Word	Online	32 Hours	2.0	3/5-5/28
37638	BCM. 223 OL	Business Presentations II: PowerPoint	Online	16 Hours	1.0	3/5-4/16
43124	BCM. 226 AS	Spreadsheets II: Excel	MWF	10:10-11:00	2.0	3/6-5/22
38222	BCM. 226 OL	Spreadsheets II: Excel	Online	32 Hours	2.0	3/5-5/21
38224	BCM. 231 OL	Database Applications II: Access	Online	32 Hours	2.0	3/5-5/21
40646	BIOL 430 JS	Introduction to Immunology	T	6:00-10:00	1.0	3/31-4/21
41627	BUS. 100 OM	Introduction to Business	Online	48 Hours	3.0	3/17-5/26
39985	BUS. 241 OL	Doing Business in Asia	Online	24 Hours	1.5	3/19-5/14
41157	BUS. 248 OL	Asian Management Systems	Online	48 Hours	3.0	3/19-5/14
44571	BUS. 269 BZ	Warehousing and Logistics	MTWTh	2:00-4:00	4.0	3/30-5/28
44571	BUS. 269 BZ	Warehousing and Logistics	MTWTh	12:00-2:00	4.0	3/30-5/28
36078	BUS. 279 HS	Import/Export Management	Hybrid T	12 Hours 6:30-9:30	1.5	3/17-5/12
44377	COUN 102 SA	Student Success Strategies	Sat	8:30-4:30	0.5	3/7
44917	DSKL 825.1 ES	Assistive Computer Technology: Kurzweil 3000 I	T	12:35-2:35	1.0	3/31-5/19
44924	DSKL 826.1 LS	Assistive Computer Technology: Dragon NaturallySpeaking I	T	5:30-7:30	1.0	3/31-5/19
44940	ECE. 212 SA	Child, Family and Community	Sat	9:00-5:00	3.0	3/21-5/2
42494	ECE. 261 SS	Early Intervention Practices	Sat	9:00-5:10	3.0	3/21, 4/11, 4/18,4/25, 5/2 & 5/9
42051	ELEC 410 AX	Introduction to Solar Installation and Integration LAB	MW MW	9:30-2:30 1:15-2:40	3.5	3/16-5/13
40663	EMC. 425 KS	CPR: Health Care Provider	MT	6:00-10:00	0.5	3/23-3/24

CRN	COURSE	TITLE	DAY(S)	TIME	UNIT(S)	DATES
44315	ESTM 410 AX	Introduction to Solar Installation and Integration LAB	MW MW	9:30-2:30 1:15-2:40	3.5	3/16-5/13
44407	ESTM 412 JA	Solar Photovoltaics (PV) Design Fundamentals	TTh	6:00-9:15	2.0	3/10-4/16
44411	ESTM 426 JA	Building Performance Retrofitting LAB	MW Sat	9:00-10:00 9:10-4:50	4.0 4.0	3/30-5/20 4/4, 4/18, 5/2 & 5/16
44133	FITN 112.1 KX	Cross Training I	TTh	6:10-9:00	1.0	3/31-5/21
44134	FITN 112.2 KX	Cross Training II	TTh	6:10-9:00	1.0	3/31-5/21
44671	FITN 112.3 KX	Cross Training III	TTh	6:10-9:00	1.0	3/31-5/21
40274	TEAM 116 AS	Basketball: Individual Skill Development	MWF	1:35-3:25	1.0	3/30-5/22
43683	TEAM 117 JS	Basketball: Tournament Basketball	MW	6:10-7:35	0.5	3/30-5/20
42984	WELL 665SJ SS	Introduction to Gem Elixirs	Sat	9:00-5:00	0.5	3/21

SELECTED SHORT COURSES BEGINNING IN APRIL

44743	ACTG 145 OL	QuickBooks: Payroll and Merchandising Business	Online	24 Hours	1.5	4/2-5/28
43671	AUTO 525 PS	Smog Check Inspector Training II	MW	6:30-9:50	2.0	4/15-5/27
43675	AUTO 665S4 SD	2013 Smog Check Update	Sat/Sun	9:00-5:00	1.0	4/11-4/12
37619	BCM. 100 OM	Beginning Computer Keyboarding	Online	24 Hours	1.5	4/2-5/28
41873	BCM. 101 OM	Computer Keyboarding Skill Building	Online	24 Hours	1.5	4/2-5/28
40681	BCM. 201 OL	Integration of MS Office Applications	Online	16 Hours	1.0	4/23-5/21
37401	BCM. 411 OL	Photoshop Portfolio	Online	24 Hours	1.5	4/2-5/28
38259	BCM. 413 OL	Flash II	Online	24 Hours	1.5	4/2-5/28
41533	BIOL 665SC JS	Introduction to Stem Cell Technology	T	6:00-10:00	1.0	4/28-5/19
44559	COUN 102 SB	Student Success Strategies	Sat	8:30-4:30	0.5	4/11
44922	DSKL 826.1 FS	Assistive Computer Technology: Dragon NaturallySpeaking I	W	12:10-2:00	1.0	4/1-5/22
39714	ECE. 225 SS	Infant/Toddler Environments	Sat	9:00-5:00	3.0	4/11-5/16
38669	ECE. 240 SS	ECE Administration: Business/Legal	Sat	9:00-5:00	3.0	4/11-5/16
40664	EMC. 425 LS	CPR: Health Care Provider	MT	6:00-10:00	0.5	4/27-4/28
44914	ESTM 413 JA	Solar Photovoltaics (PV) Finance and Sales LAB	TTh Sat	6:00-9:15 9:10-4:50	2.0 4.0	4/21-5/21 4/4, 4/18, 5/2 & 5/16
44475	WELL 880SF SS	Theory and Practice of Facilitated Stretching	Sat/Sun	8:00-4:00	1.5	4/11-4/19

SELECTED SHORT COURSES BEGINNING IN MAY

43533	AUTO 665S3 AS	Honda Express Lube Certification	MTWTh	1:45-5:15	1.0	5/13-5/28
43676	AUTO 665S4 SE	2013 Smog Check Update	Sat/Sun	9:00-5:00	1.0	5/2-5/3
44476	WELL 880SG SS	Working With Trigger Points	Sat/Sun	8:00-4:00	2.0	5/2-5/10