

# Short Courses

CRN	COURSE	TITLE	DAY(S)	TIME	UNIT(S)	DATES
<b>SELECTED SHORT COURSES BEGINNING IN AUGUST</b>						
88203	ACTG 103 OL	Ten-Key Skills	Online	8 Hours	0.5	8/25-9/15
94520	ACTG 144 OL	QuickBooks: Set-up/Service Business	Online	24 Hours	1.5	8/17-9/26
92331	AUTO 710 JS	Fundamentals of Auto Technology	TTh	6:30-9:20	4.0	8/18-12/8
88271	BCM. 100 CAD	Beginning Computer Keyboarding	Online	24 Hours	1.5	8/17-10/11
88267	BCM. 100 OL	Beginning Computer Keyboarding	Online	24 Hours	1.5	8/17-10/11
91108	BCM. 101 CAD	Computer Keyboarding Skill Building	Online	24 Hours	1.5	8/17-11/2
88247	BCM. 101 OL	Computer Keyboarding Skill Building	Online	24 Hours	1.5	8/17-11/2
88312	BCM. 200 CAD	Intro to MS Office Suite	Hybrid W	25 Hours 1:00-4:00	2.0	8/17-11/2
88318	BCM. 214 OL	Word Processing I: Word	Online	16 Hours	1.0	8/17-9/26
88295	BCM. 225 OL	Spreadsheets I: Excel	Online	16 Hours	1.0	8/17-9/26
80175	BUS. 100 OL	Introduction to Business	Online	48 Hours	3.0	8/17-10/11
95459	BUS. 210 JA	International Finance	T	6:30-9:30	1.5	8/23-10/11
93519	BUS. 230 OL	Introduction to International Marketing	Online	48 Hours	3.0	8/17-10/11
94241	COUN 657 CAA	Auto Guidance Seminar	M	12:10-1:30	1.0	8/22-10/10
94254	DSKL 825.1 JS	Assistive Computer Technology: Kurzweil 3000 I	T	5:30-7:30	0.5	8/23-9/13
94242	DSKL 826.1 BS	Assistive Computer Technology: Dragon Naturally Speaking I:	W	12:10-2:00	1.0	8/17-10/5
95107	DSKL 880SH BS	Assistive Computer Technology: Smartpen	T	12:35-2:35	0.5	8/23-9/13
90203	ECE. 242 JS	Adult Supervision in ECE/CD	Th	4:00-6:55	2.0	8/25-11/10
95019	ECE. 331 AX	The Role of the Teacher	F	9:00-11:45	1.0	8/26, 9/19, 9/23, 10/7, 10/21 & 11/4
95020	ECE. 331 CAC	The Role of the Teacher	F	9:00-11:45	1.0	8/26, 9/9, 9/23, 10/7, 10/21 & 11/4
95565	ECE. 331 TE	The Role of the Teacher	F	9:00-11:45	1.0	8/26, 9/9, 9/23, 10/7, 10/21 & 11/4
95566	ECE. 331 TEX	The Role of the Teacher	F	9:00-11:45	1.0	8/26, 9/9, 9/23, 10/7, 10/21 & 11/4
91857	ECE. 665SH SS	Child, Infant, Adult CPR/AED	Sat	8:00-4:00	0.5	8/27
92041	ELEC 410 AS	Intro to Solar Installation/Integration LAB	MW MW	9:35-12:25 1:10-2:25	3.5	8/29-10/26
94276	ESTM 410 AS	Intro to Solar Installation/Integration LAB	MW MW	9:35-12:25 1:10-2:25	3.5	8/29-10/26
94279	ESTM 411 JS	Intro to Solar Photovoltaics (PV) Systems and Markets	T	6:00-9:50	2.0	8/30-10/18
94942	ESTM 425 JS	Commercial and Residential Building Performance Concepts	MW Sat	6:00-8:50 9:10-3:00	4.0	8/17-10/19
95509	FITN 304.1 JX	Walking Fitness I	MW	5:00-6:15	0.5	8/17-10/24
95510	FITN 304.2 JX	Walking Fitness II	MW	5:00-6:15	0.5	8/17-10/24
95511	FITN 304.3 JX	Walking Fitness III	MW	5:00-6:15	0.5	8/17-10/24
94618	HTM. 124 JS	Excellence in Guest Service	M	5:30-6:30	0.5	8/22-10/10
91149	MATH 110 AS	Elementary Algebra	Daily	12:10-1:50	5.0	8/17-10/14

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80535	MATH 110 AY	Elementary Algebra-FYE	Daily	12:10-1:50	5.0	8/17-10/14
95567	MATH 130 AS	Trigonometry	Daily	9:10-10:50	4.0	8/17-10/5
80567	MATH 130 EN	Trigonometry	Daily	9:10-10:50	4.0	8/17-10/5

### SELECTED SHORT COURSES BEGINNING IN SEPTEMBER

94521	ACTG 145 OL	QuickBooks: Payroll and Merchandising Business	Online	24 Hours	1.5	9/27-11/2
94547	AUTO 665S6 SB	2015 Smog Check Update	Sat/Sun	9:00-5:00	1.0	9/10-9/11
91978	AUTO 665SU SS	Car Care Basics for Women I	Sat/Sun	9:00-1:00	0.5	9/17-9/18
88317	BCM. 215 OL	Word Processing II: Word	Online	32 Hours	2.0	9/27-12/9
89199	BCM. 226 OL	Spreadsheets II: Excel	Online	32 Hours	2.0	9/27-12/9
94218	BUS. 269 AZ	Warehousing and Logistics LAB	MTWTh MW	1:00-2:10 2:35-3:45	4.0	9/12-11/14
95549	COUN 650.1 AZ	Kapatiran Seminar – College Success Factor	TTh	3:10-4:30	2.0	9/13-12/1
94231	COUN 652 AH	Honors Seminar – Applying to Competitive Universities	F	12:10-1:00	0.5	9/9-10/28
94260	COUN 655.1 EZ	Hermanos/Hermanas – College Success Factors	MW	3:10-4:20	2.0	9/12-11/30
95548	COUN 655.1 HZ	Hermanos/Hermanas – College Success Factors	MW	3:10-4:20	2.0	9/12-11/30
94716	COUN 655.1 FZ	Hermanos/Hermanas – College Success Factors	TTh	3:10-4:20	2.0	9/13-12/1
91131	CRER 116 SS	Deciding on a Major	Sat	8:30-4:30	0.5	9/10
94247	DSKL 825.1 CS	Assistive Computer Technology: Kurzweil 3000 I	M	12:10-2:00	0.5	9/12-10/3
94248	DSKL 825.1 DS	Assistive Computer Technology: Kurzweil 3000 I	T	12:35-2:35	0.5	9/20-10/11
95116	DSKL 880SH DS	Assistive Computer Technology: Smartpen	T	5:30-7:30	0.5	9/20-10/11
89572	ECE. 241 SS	ECE Admin: Human Relations	Sat	9:00-5:00	3.0	9/10, 9/24, 10/8, 10/22, 11/5 & 11/19
87370	EMC. 425 JS	CPR: Health Care Provider	MT	6:00-10:05	0.5	9/12-9/13
93195	WELL 665SI SS	Introduction to Aromatherapy	Sat	9:00-5:00	0.5	9/17
94591	WELL 665SO SS	Qigong for Health	Sat	9:00-5:00	0.5	9/10

### SELECTED SHORT COURSES BEGINNING IN OCTOBER

92772	AUTO 665SX SS	Car Care Basics for Women II	Sat/Sun	9:00-1:00	0.5	10/15-10/16
88348	BCM. 301 OL	Max Your Employment Potential	Online	24 Hours	1.5	10/13-12/9
91248	BIOL 430 JS	Introduction to Immunology	T	6:00-10:00	1.0	10/18-11/8
92019	BUS. 100 OM	Introduction to Business	Online	48 Hours	3.0	10/13-12/9
95001	BUS. 221 OL	Global Business Communications and Negotiation	Online	48 Hours	3.0	10/18-12/13
92400	BUS. 246 OL	Doing Business in China	Online	48 Hours	3.0	10/13-12/9
95462	BUS. 279 JA	Import/Export Management	T	6:30-9:30	1.5	10/18-12/13
94122	COUN 102 SA	Student Success Strategies	Sat	8:30-4:30	0.5	10/1

CRN	COURSE	TITLE	DAY(S)	TIME	UNIT(S)	DATES
94634	COUN 104 AA	Understanding Transfer	M	1:10-2:50	1.0	10/17-12/12
93181	COSM 665SB SS	Introduction to Cosmetology	Sat	9:00-1:00	2.0	10/2-12/17
95539	CRER 116 SA	Deciding on a Major	Sat	8:30-4:30	0.5	10/8
94244	DSKL 826.1 LS	Assistive Computer Technology: Dragon Naturally Speaking I	T	5:30-7:30	1.0	10/25-12/13
95104	DSKL 880SG AS	Assistive Computer Technology: Tools for Writing	M	12:10-2:00	0.5	10/24-11/14
87371	EMC. 425 KS	CPR: Health Care Provider	MT	6:00-10:05	0.5	10/10-10/11
87270	ECE. 223 SS	Infant/Toddler Development	Sat	9:00-5:00	3.0	10/8-11/19
94586	ESTM 412 JS	Solar Photovoltaics (PV) Design Fundamentals	T	6:00-9:50	2.0	10/25-12/13
95471	ESTM 450 JX	Fundamentals of Construction Management	M W	6:00-10:00 8:10-10:00	3.0	10/24-12/14
95488	ESTM 452 JX	OSHA: Construction Industry Training	W	6:00-8:00	1.0	10/24-12/14
85129	MATH 120 AS	Intermediate Algebra	Daily	12:10-1:50	5.0	10/17-12/16
90688	MATH 120 AY	Intermediate Algebra	Daily	12:10-1:50	5.0	10/17-12/16
95568	MATH 222 AX	Precalculus	Daily	9:10-10:50	5.0	10/10-12/9
95495	MATH 222 EN	Precalculus	Daily	9:10-10:50	5.0	10/10-12/9
95522	MGMT 450 JX	Fundamentals of Construction Management	M W	6:00-10:00 8:10-10:00	3.0	10/24-12/14
95535	MGMT 452 JX	OSHA: Construction Industry Training	W	6:00-8:00	1.0	10/24-12/14
95503	WELL 880SN SS	Introduction to Reflexology	Sat/Sun	9:00-5:00	2.0	10/22-10/23 & 11/5-11/6
95502	WELL 880SO SS	Ayurvedic Aromatherapy	Sat/Sun	9:00-5:00	1.0	10/1-10/2

**SELECTED SHORT COURSES BEGINNING IN NOVEMBER/DECEMBER**

94543	AUTO 665S6 SA	2015 Smog Check Update	Sat/Sun	9:00-5:00	1.0	11/5-11/6
94612	BIOL 665SC JS	Intro to Stem Cell Technology	T	6:00-10:00	1.0	11/15-12/6
94130	COUN 102 SB	Student Success Strategies	Sat	8:30-4:30	0.5	11/5
95540	CRER 116 SB	Deciding on a Major	Sat	8:30-4:30	0.5	11/5
92470	ECE. 360 SS	Advocacy in Early Childhood Field	Sat	9:00-5:00	1.0	12/3-12/10
90529	EMC. 425 LS	CPR: Health Care Provider	MT	6:00-10:05	0.5	11/28-11/29