

Short Courses

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
SELECTED SHORT COURSES BEGINNING IN AUGUST						
88203	ACTG 103 OL	Ten Key Skills	By Arr	8 Hours	0.5	8/24-9/14
87335	ACTG 194 OL	Introduction to QuickBooks Pro 2011	By Arr	16 Hours	1.0	8/23-9/27
90978	AUTO 665SF SS	BAR A6 Alternative Training	Sat/Sun	9:00-5:00	1.5	8/27, 8/28, 9/10 & 9/11
80175	BUS. 100 OL	Introduction to Business	By Arr	48 Hours	3.0	8/17-10/12
93212	BUS. 107 JA	Dealing with Difficult People	W	6:30-9:35	1.0	8/17-9/21
88276	BUS. 230 AA	Introduction to International Marketing	TTh	11:10-12:25	1.5	8/18-10/13
91822	BUS. 261 OL	Customs Admissibility, Classification, Value and Entry	By Arr	48 Hours	3.0	8/17-10/12
93138	BUS. 263 OL	U.S. Export and Destination Country Import Requirements; Foreign Collections	By Arr	48 Hours	3.0	8/17-10/12
93141	BUS. 279 OL	Import/Export Management	By Arr	24 Hours	1.5	8/17-10/12
88267	CAOT 100 AX	Beginning Computer Keyboarding	TTh	9:35-10:50	1.5	8/18-10/18
88271	CAOT 100 OL	Beginning Computer Keyboarding	By Arr	24 Hours	1.5	8/17-10/12
88246	CAOT 101 AX	Computer Keyboarding Skill Building	TTh	9:35-10:50	1.5	8/18-10/18
88247	CAOT 101 OL	Computer Keyboarding Skill Building	By Arr	24 Hours	1.5	8/17-10/12
88248	CAOT 104 AS	Introduction to Computers with Windows I	MWF	9:10-10:00	1.5	8/17-10/10
88250	CAOT 104 JS	Introduction to Computers with Windows I	T	6:30-9:35	1.5	8/23-10/18
88312	CAOT 200 JS	Introduction to MS Office Suite	M	6:30-9:45	2.0	8/22-10/31
90487	CAOT 200 OL	Introduction to MS Office Suite	By Arr	32 Hours	2.0	8/23-11/8
88319	CAOT 214 AS	Word Processing I: Word	TTh	11:00-12:25	1.0	8/18-9/27
88318	CAOT 214 OL	Word Processing I: Word	By Arr	16 Hours	1.0	8/18-9/27
89250	CAOT 222 OL	Business Presentations I: PowerPoint	By Arr	16 Hours	1.0	8/23-9/27
88259	CAOT 225 AS	Spreadsheets I: Excel	MWF	10:10-11:00	1.0	8/17-9/23
88260	CAOT 225 JS	Spreadsheets I: Excel	W	6:30-9:30	1.0	8/17-9/21
88295	CAOT 225 OL	Spreadsheets I: Excel	By Arr	16 Hours	1.0	8/23-9/27
89201	CAOT 230 OL	Database Applications I: Access	By Arr	16 Hours	1.0	8/23-9/27
88265	CAOT 400 SS	Internet I	Sat	9:00-12:00	1.5	8/20-10/15
88184	CAOT 403 JS	HTML & Web Authoring Applications I	W	6:30-9:30	1.5	8/17-10/12
88191	CAOT 403 OL	HTML & Web Authoring Applications I	By Arr	24 Hours	1.5	8/17-10/12
90504	CAOT 410 SS	Photoshop Essentials	Sat	9:00-12:05	1.5	8/20-10/15
88226	CAOT 410 OL	Photoshop Essentials	By Arr	24 Hours	1.5	8/23-10/18
88215	CAOT 412 OL	Flash I	By Arr	24 Hours	1.5	8/23-10/18
90576	COMP 412 OL	Flash I	By Arr	24 Hours	1.5	8/23-10/18
93180	COSM 665SB SA	Introduction to Cosmetology	Sat	9:00-1:00	2.0	8/20-10/15
90145	COUN 100 BS	College Success - ESOL	MW	11:10-12:45	3.0	8/29-12/7
91239	COUN 100 JS	College Success	MW	4:30-6:00	3.0	8/29-12/14
90144	COUN 100 AS	College Success	TTh	11:10-12:45	3.0	8/30-12/8
92397	COUN 100 KS	College Success - EOPS	W	6:00-9:05	3.0	8/24-12/14
93202	CRER 665SJ AY	Student Success Learning Strategies – First Year Experience (LEAP)	TTh	12:10-1:30	1.5	8/23-10/13
91769	DSKL 825 BS	Assistive Computer Technology – Dragon Naturally Speaking	W	12:10-2:00	1.0	8/17-10/5
91774	DSKL 825 DS	Assistive Computer Technology – Kurzweil 3000	T	1:10-3:00	1.0	8/23-10/11
91771	DSKL 825 JS	Assistive Computer Technology – Kurzweil 3000	T	6:00-8:00	1.0	8/23-10/18
86771	ECE. 201 SX	Child Development	Sat	9:00-5:00	3.0	8/20, 8/27, 9/10, 9/17, 9/24 & 10/1
91857	ECE. 665SH SA	Child., Infant, Adult CPR/AED	Sat	8:00-4:00	0.5	8/27
92450	FASH 665SA JS	Costume History I	T	6:30-9:40	1.5	8/23-10/18
93060	FITN 314 SS	Backpacking for Fitness	Sat	11:00-1:40	0.5	8/20-10/17

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
90599	PSYC 201 SX	Child Development	Sat	9:00-5:00	3.0	8/20, 8/27, 9/10, 9/17, 9/24 & 10/1
80762	SOSC 160 AR	Women in Transition Seminar	T	12:35-2:40	1.0	8/23-10/4
91153	TEAM 112 JS	Basketball: Adv. Competition Strategies	MWF	5:25-7:30	1.0	8/19-10/14
91962	TEAM 192 AS	Men's Basketball Theory, Defense	MWF	2:00-4:05	2.0	8/19-10/14
93194	WELL 665SH US	Introduction to Flower Essences	Sun	9:00-5:00	0.5	8/28

SELECTED SHORT COURSES BEGINNING IN SEPTEMBER

92860	AUTO 665SY SA	2011 Smog Check Update	Sat/Sun	9:00-5:00	1.0	9/10-9/11
91978	AUTO 665SU SS	Car Care Basics for Women	Sat/Sun	9:00-1:00	0.5	9/24-9/25
88316	CAOT 215 AS	Word Processing II: Word	TTh	11:00-12:25	2.0	9/29-12/8
88317	CAOT 215 OL	Word Processing II: Word	By Arr	32 Hours	2.0	9/29-12/8
88300	CAOT 226 AS	Spreadsheets II: Excel	MWF	10:10-11:00	2.0	9/26-12/14
88301	CAOT 226 JS	Spreadsheets II: Excel	W	6:30-9:30	2.0	9/28-12/14
88348	CAOT 301 OL	Maximizing Your Employment Potential	By Arr	16 Hours	1.0	9/29-11/3
90503	CAOT 408 AS	Multimedia Project	MWF	11:10-12:00	2.0	9/14-12/6
91971	COUN 105 SS	Up Your Self-Esteem	Sat	8:30-4:30	0.5	9/10
89310	CRER 650 AH	Honors Seminar	F	12:10-1:00	0.5	9/9-12/9
91131	CRER 665SA SS	Deciding on a Major	Sat	8:30-4:30	0.5	9/10
91772	DSKL 825 CS	Assistive Computer Technology – Kurzweil 3000	M	12:10-2:00	1.0	9/12-11/7
93015	DSKL 880SD AS	Learning Skills Assessment/Advocacy	W	11:10-1:30	0.5	9/7-10/12
92489	ECE. 244 JS	Prekindergarten Learning and Development Guidelines	T	7:00-10:05	3.0	9/27-12/6
91859	ECE. 665SH SB	Child., Infant, Adult CPR/AED	Sat	8:00-4:00	0.5	9/24
92041	ELEC 410 AX	Intro to Solar Installation/Integration LAB	TTh	9:00-12:40 1:30-3:30	3.5	9/13-10/20
87370	EMC. 425 JS	CPR: Health Care Provider	MT	6:00-10:05	0.5	9/19-9/20
92571	ENVS 410 AX	Intro to Solar Installation/Integration LAB	TTh	9:00-12:40 1:30-3:30	3.5	9/13-10/20
91269	LSKL 830 AS	The Sentence	MW	12:10-1:00	0.5	9/14-10/5
91149	MATH 110 AS	Elementary Algebra	MTWTh	2:10-4:15	5.0	9/12-11/10
85129	MATH 120 AS	Intermediate Algebra	MTWTh	2:10-4:15	5.0	9/12-11/10
93195	WELL 665SI US	Introduction to Aromatherapy	Sun	9:00-5:00	0.5	9/11
93192	WELL 665SG US	Introduction to Back Massage	Sun	9:00-5:00	0.5	9/18
93204	WELL 665SJ US	Intro to Gem Elixirs	Sun	9:00-5:00	0.5	9/25

SELECTED SHORT COURSES BEGINNING IN OCTOBER

89218	ACTG 196 OL	Intermediate QuickBooks Pro 2011	By Arr	16 Hours	1.0	10/4-11/8
91880	ART 665S5 SS	Monotype	F/Sat/Sun	9:00-5:05	3.0	10/7-10/30
92772	AUTO 665SX SS	Car Care Basics for Women II	Sat/Sun	9:00-1:00	0.5	10/8-10/9
92858	AUTO 665SY SS	2011 Smog Check Update	Sat/Sun	9:00-5:00	1.0	10/8-10/9
89263	BUS. 226 AA	Global Business Negotiation	TTh	11:10-12:25	1.5	10/18-12/8
92400	BUS. 246 OL	Doing Business in China	By Arr	48 Hours	3.0	10/18-12/8
93213	BUS. 267 OL	Ocean Forwarder and NVOCC Regulation, Operations and Work-Flow	By Arr	48 Hours	3.0	10/19-12/14
92984	BUS. 268 OL	Air Forwarder Operations and Work-Flow	By Arr	48 Hours	3.0	10/19-12/14
88269	CAOT 100 BX	Beginning Computer Keyboarding	TTh	9:35-10:50	1.5	10/20-12/15
88270	CAOT 100 OM	Beginning Computer Keyboarding	By Arr	24 Hours	1.5	10/19-12/14
90626	CAOT 101 BX	Computer Keyboarding Skill Building	TTh	9:35-10:50	1.5	10/20-12/15
91108	CAOT 101 OM	Computer Keyboarding Skill Building	By Arr	24 Hours	1.5	10/19-12/14

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
87497	CAOT 105 AS	Intro to Computers with Windows II	MWF	9:10-10:00	1.0	10/12-12/16
88254	CAOT 105 JS	Intro to Computers with Windows II	T	6:30-9:45	1.0	10/25-12/6
89872	CAOT 223 OL	Business Presentations II: PowerPoint	By Arr	16 Hours	1.0	10/4-11/1
89199	CAOT 226 OL	Spreadsheets II: Excel	By Arr	32 Hours	2.0	10/4-12/13
89202	CAOT 231 OL	Database Applications II: Access	By Arr	32 Hours	2.0	10/4-12/13
88197	CAOT 404 OL	HTML & Web Authoring Applications II	By Arr	24 Hours	1.5	10/19-12/14
92413	CAOT 411 SS	Photoshop Portfolio	Sat	9:00-12:30	1.5	10/22-12/17
92411	CAOT 411 OL	Photoshop Portfolio	By Arr	24 Hours	1.5	10/25-12/13
89207	CAOT 413 OL	Flash II	By Arr	24 Hours	1.5	10/25-12/13
92569	CAOT 665S3 AS	Illustrator CS5	TTh	12:35-1:45	1.5	10/25-12/15
90577	COMP 413 OL	Flash II	By Arr	24 Hours	1.5	10/25-12/13
93181	COSM 665SB SS	Introduction to Cosmetology	Sat	9:00-1:20	2.0	10/22-12/17
88241	CRER 136 AY	Career Planning	TTh	12:10-1:00	1.0	10/18-12/8
91777	DSKL 825 ES	Assistive Computer Technology – Kurzweil 3000	T	1:10-3:00	1.0	10/18-12/6
91779	DSKL 825 FS	Assistive Computer Technology – Dragon Naturally Speaking	W	12:10-2:00	1.0	10/19-12/7
91780	DSKL 825 LS	Assistive Computer Technology – Dragon Naturally Speaking	T	6:00-8:00	1.0	10/25-12/13
93016	DSKL 880SD BS	Learning Skills Assessment/Advocacy	T	11:10-1:30	0.5	10/25-11/29
93148	ECE. 211 SS	Early Childhood Education Curriculum	Sat	9:00-5:00	3.0	10/8-11/19
89572	ECE. 241 SS	ECE Administration: Human Relations	Sat	9:00-5:00	3.0	10/15-10/29 & 11/19-12/10
91685	ECE. 273 SS	Supporting Young Bilingual Learners	Sat	9:00-5:00	1.0	10/15 & 10/29
91255	ECE. 665SD SS	Male Involvement	Sat	8:00-5:00	1.0	10/22 & 11/5
87371	EMC. 425 KS	CPR: Health Care Provider	MT	6:00-10:05	0.5	10/17-10/18
92452	FASH 665SB KS	Costume History II	T	6:30-9:45	1.5	10/25-12/13
91270	LSKL 831 AS	Editing and Proofreading	MW	12:10-1:00	0.5	10/12-11/2
93190	WELL 665SF US	Intro to Neck/Shoulder Massage	Sun	9:00-5:00	0.5	10/2
92907	WELL 665SB US	Self-Help Stress Reduction	Sun	9:00-5:00	0.5	10/9
92912	WELL 665SD US	Introduction to Hand Massage	Sun	9:00-5:00	0.5	10/16
92877	WELL 665SA US	Introduction to Herbal Medicine	Sun	9:00-5:00	0.5	10/23
92909	WELL 665SC US	Intro to Face/Décolleté Massage	Sun	9:00-5:00	0.5	10/30

SELECTED SHORT COURSES BEGINNING IN NOVEMBER

93215	AUTO 665SY SC	2011 Smog Check Update	Sat/Sun	9:00-5:00	1.0	11/5-11/
90983	AUTO 665SH SS	BAR L1 Alternative Training	Sat/Sun	9:00-5:00	1.5	11/19, 11/20, 12/3 & 12/4
88315	CAOT 201 JS	Integration of MS Office Applications	M	6:30-9:30	1.0	11/7-12/12
90489	CAOT 201 OL	Integration of MS Office Applications	By Arr	16 Hours	1.0	11/15-12/13
91201	COUN 106 SS	Anxiety Management	Sat	8:30-4:30	0.5	11/5
91271	LSKL 832 AS	Sentence Combining	MW	12:10-1:00	0.5	11/9-11/30
92914	WELL 665SE US	Introduction to Foot Massage	Sun	9:00-5:00	0.5	11/6

SELECTED SHORT COURSES BEGINNING IN DECEMBER

92861	AUTO 665SY SB	2011 Smog Check Update	Sat/Sun	9:00-5:00	1.0	12/10-12/11
91204	COUN 107 SS	Coping with Depression	Sat	8:30-4:30	0.5	12/10
92470	ECE. 360 SS	Advocacy in the 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	12/5-12/6

Off-Campus Courses

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
COMMUNITY LEARNING CENTER						
520 Tamarack Lane, South San Francisco						
91178	ESOL 851 SZ	High-Beginning ESL Listening and Speaking	Sat	9:30-1:00	3.0	8/20-12/17
HILLSDALE HIGH SCHOOL						
3115 Del Monte Street, San Mateo						
80708	PSYC 100 AZ	General Psychology	MF	1:30-2:45	3.0	8/19-12/9
OCEANA HIGH SCHOOL						
401 Paloma Avenue, Pacifica						
92570	MUS. 377 AZ	Guitar I	TTh	3:00-5:10	2.0	8/18-12/8
92825	MUS. 378 AZ	Guitar II	TTh	3:00-5:10	2.0	8/18-12/8
WESTMOOR HIGH SCHOOL						
131 Westmoor Avenue, Daly City						
90622	CHIN 111 WZ	Elementary Chinese I	MW	3:15-4:30	3.0	8/17-12/7
93062	COMM 100 AZ	Public Speaking	TTh	3:15-4:30	3.0	8/18-12/8
91646	FILI 111 WZ	Elementary Filipino I	MW	3:15-4:35	3.0	8/17-12/7