

# 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 and Service Business	Online	24 Hours	1.5	8/17-9/25
88271	BCM. 100 OL	Beginning Computer Keyboarding	Online	24 Hours	1.5	8/17-10/12
90487	BCM. 200 OL	Introduction to MS Office Suite	Online	32 Hours	2.0	8/17-10/27
88318	BCM. 214 OL	Word Processing I: Word	Online	16 Hours	1.0	8/17-9/22
88295	BCM. 225 OL	Spreadsheets I: Excel	T	16 Hours	1.0	8/17-9/22
88226	BCM. 410 OL	Photoshop Essentials	Online	24 Hours	1.5	8/17-9/22
80175	BUS. 100 OL	Introduction to Business	Online	48 Hours	3.0	8/17-10/12
93519	BUS. 230 OL	Introduction to International Marketing	Online	48 Hours	3.0	8/17-10/12
94248	DSKL 825.1 DS	Assistive Computer Technology – Kurzweil 3000 I	T	12:35-2:35	1.0	8/18-10/6
94254	DSKL 825.1 JS	Assistive Computer Technology – Kurzweil 3000 I	T	5:30-7:30	1.0	8/18-10/6
94242	DSKL 826.1 BS	Assistive Computer Technology – Dragon NaturallySpeaking I	W	12:10-2:00	1.0	8/19-10/7
86772	ECE. 201 SA	Child Development	Sat	9:00-4:00	3.0	8/22-10/10
90203	ECE. 242 JS	Adult Supervision in ECE/CD Classrooms	Th	4:00-6:55	2.0	8/20-10/29
91859	ECE. 665SH SA	Child, Infant, Adult CPR/AED & First Aid	Sat	8:00-4:00	0.5	8/29
91857	ECE. 665SH SS	Child, Infant, Adult CPR/AED & First Aid	Sat	8:00-4:00	0.5	8/22
92041	ELEC 410 AS	Introduction to Solar Installation and Integration LAB	TTh TTh	9:30-12:25 1:10-3:30	3.5	8/18-10/8
94276	ESTM 410 AS	Introduction to Solar Installation and Integration LAB	TTh TTh	9:30-12:25 1:10-3:30	3.5	8/18-10/8
94279	ESTM 411 JS	Introduction to Solar Photovoltaics (PV) Systems and Markets	W	6:00-9:30	2.0	8/19-10/14
94109	FITN 314.1 SX	Backpacking for Fitness I	Sat	11:00-2:05	0.5	8/22-10/17
94111	FITN 314.2 SX	Backpacking for Fitness II	Sat	11:00-2:05	0.5	8/22-10/17
94113	FITN 314.3 SX	Backpacking for Fitness III	Sat	11:00-2:05	0.5	8/22-10/17
94618	HTM. 124 JS	Excellence in Guest Service	M	5:30-6:20	0.5	8/17-10/12
91149	MATH 110 AS	Elementary Algebra	Daily	1:10-2:10	5.0	8/17-10/16
90599	PSYC 201 SX	Child Development	Sat	9:00-4:00	3.0	8/22-10/10

## SELECTED SHORT COURSES BEGINNING IN SEPTEMBER

94521	ACTG 145 OL B1	QuickBooks: Payroll and Merchandising Business	Online	24 Hours	1.5	9/23-10/27
94547	AUTO 665S6 SB A1	2015 Smog Check Update	Sat/Sun	9:00-5:00	1.0	9/12-9/13
91978	AUTO 665SU SS A1	Car Care Basics for Women I	Sat/Sun	9:00-1:00	0.5	9/19-9/20
89199	BCM. 226 OL B1	Spreadsheets II: Excel	Online	32 Hours	2.0	9/23-12/11
88348	BCM. 301 OL B1	Maximizing Your Employment Potential	Online	24 Hours	1.5	9/23-10/27
91128	BIOL 422 JS A1	Foundations of Biotechnology	T	6:00-10:00	1.0	9/15-10/6

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94218	BUS. 269 AZ A1	Warehousing and Logistics LAB	MTWTh MTWTh	1:00- 2:10 2:35- 3:45	4.0	9/28-12/4
94231	COUN 652 AH A1	Honors Seminar - Applying to Competitive Universities	F	12:10-1:00	0.5	9/11-10/30
94260	COUN 655.1 EZ A1	Hermanos Seminar – College Success Factors	MW	3:10-4:30	2.0	9/14-9/30, 10/5-11/4, 11/11-11/23 & 11/30-12/7
94716	COUN 655.1 FZ A1	Hermanos Seminar: College Success Factors	TTh	3:10-4:30	2.0	9/10-9/29, 10/1-11/5, 11/10-11/19 & 12/1-12/3
95005	COUN 655.2 GZ A1	Hermanos Seminar – Transition to College	TTh	3:10-4:30	2.0	9/10-9/29, 10/1-11/5, 11/10-11/19 & 12/1-12/3
94265	COUN 656.1 FZ A1	Hermanas: Seminar College Success Factors	MW	3:10-4:30	2.0	9/14-9/30, 10/5-11/4, 11/11-11/23 & 11/30-12/7
91131	CRER 116 SS A1	Deciding on a Major	Sat	8:30-4:30	0.5	9/12
94717	DSKL 822 AA A1	Study Smart Skills	M	12:10-2:00	1.0	9/21-11/16
94247	DSKL 825.1 CS A1	Assistive Computer Technology – Kurzweil 3000 I	M	12:10-2:00	1.0	9/21-11/23
89572	ECE. 241 SS A1	Administration: Human Relations	Sat	9:00- 5:00	3.0	9/12, 9/26, 10/10, 10/24, 11/14 & 11/21
95019	ECE. 331 AX A1	The Role of the Teacher	F	10:00-12:25	1.0	
87370	EMC. 425 JS A1	CPR: Health Care Provider	MT	6:00-10:05	0.5	9/14-9/15
92877	WELL 665SA SS A1	Introduction to Herbs	Sat	9:00-5:00	0.5	9/19

**SELECTED SHORT COURSES BEGINNING IN OCTOBER**

92772	AUTO 665SX SS A1	Car Care Basics for Women II	Sat/Sun	9:00-1:00	0.5	10/3-10/4
94958	AUTO 665S6 SD A1	2015 Smog Check Update	Sat/Sun	9:00-5:00	1.0	10/10-10/11
91248	BIOL 430 JS A1	Introduction to Immunology	T	6:00-10:00	1.0	10/20-11/10
92019	BUS. 100 OM B1	Introduction to Business	Online	48 Hours	3.0	10/13-12/11
95000	BUS. 210 OL B1	International Finance	Online	24 Hours	1.5	10/13-12/11
95001	BUS. 221 OL B1	Global Business Communications and Negotiation	Online	48 Hours	3.0	10/13-12/11
92400	BUS. 246 OL B1	Doing Business in China	Online	48 Hours	3.0	10/13-12/11
92984	BUS. 268 OL B1	Air Forwarder Operations and Work-Flow	Online	48 Hours	3.0	10/13-12/11
93141	BUS. 279 OL B1	Import/Export Management	Online	24 Hours	1.5	10/13-12/11
93181	COSM 665SB SS A1	Introduction to Cosmetology	Sat	9:00-2:00	2.0	10/10-12/5
94122	COUN 102 SA A1	Student Success Strategies	Sat	8:30-4:30	0.5	10/3
94634	COUN 104 AA A1	Understanding Transfer	M	2:00-3:40	1.0	10/12-12/7
94251	DSKL 825.1 ES A1	Assistive Computer Technology – Kurzweil 3000 I	T	12:35-2:35	1.0	10/20-12/8
94243	DSKL 826.1 FS A1	Assistive Computer Technology – Dragon NaturallySpeaking I	W	12:10- 2:00	1.0	10/11-12/18

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94244	DSKL 826.1 LS A1	Assistive Computer Technology – Dragon NaturallySpeaking I	T	5:30- 7:30	1.0	10/20-12/5
87270	ECE. 223 SS A1	Infant Development	Sat	9:00- 5:00	3.0	10/3, 10/17, 10/31, 11/14, 11/21 & 12/5
87371	EMC. 425 KS A1	CPR: Health Care Provider	MT	6:00-10:05	0.5	10/12-10/13
94586	ESTM 412 JS A1	Solar Photovoltaics (PV) Design Fundamentals	W	6:00- 9:45	2.0	10/21-12/16
94942	ESTM 425 AS A1	Building Performance Assessment LAB	TTh Sat	9:35-12:25	4.0	10/20-12/17
85129	MATH 120 AS A1	Intermediate Algebra	Daily	1:10- 2:15	5.0	10/19-12/18
93195	WELL 665SI SS A1	Selected Topics in Wellness: Introduction to Aromatherapy	Sat	9:00- 5:00	0.5	10/24

### SELECTED SHORT COURSES BEGINNING IN NOVEMBER/DECEMBER

94543	AUTO 665S6 SA A1	2015 Smog Check Update	Sat/Sun	9:00- 5:00	1.0	11/14-11/15
94563	AUTO 665S6 SC A1	2015 Smog Check Update	Sat/Sun	9:00- 5:00	1.0	12/5-12/6
94612	BIOL 665SC JS A1	Intro to Stem Cell Technology	T	6:00-10:00	1.0	11/17-12/8
94130	COUN 102 SB A1	Student Success Strategies	Sat	8:30-4:30	0.5	11/14
92470	ECE. 360 SS A1	Advocacy in the Early Childhood Field	Sat	9:00-5:00	1.0	11/21-12/5
90529	EMC. 425 LS A1	CPR: Health Care Provider	MT	6:00-10:05	0.5	11/30-12/1