

Short Courses

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
SELECTED SHORT COURSES BEGINNING IN JANUARY						
30003	ACTG 100 CS	Accounting Procedures	MWF	8:10-10:00	1.5-3.0	1/23-3/28
37617	ACTG 103 JS	Ten-Key Skills	TTh	5:30-6:50	0.5	1/22-2/5
38190	ACTG 194 OL	Intro to QuickBooks Pro 2007	By Arr	16 Hours	1.0	1/28-3/31
36957	ACTG 197 SS	Computerized Accounting - Peachtree	Sat	9:00-12:15	1.5	1/26-4/5
40087	ART 665SA SB	Fundamental Digital Photography	Sat	12:15-5:15	1.0	1/26-3/8
37138	ART 665SD US	Basic Lighting Techniques	Sun	9:00-2:00	1.0	1/27-3/9
37725	AUTO 665SA SB	Smog Check Update 2007	Sat/Sun	9:00-5:00	1.0	1/12-1/13
37719	AUTO 665SA SC	Smog Check Update 2007	Sat/Sun	9:00-5:00	1.0	1/26-1/27
41147	BUS. 100 OL	Introduction to Business	By Arr	48 Hours	3.0	1/28-6/2
37212	BUS. 107 JS	Dealing with Difficult People	W	6:30-9:30	1.0	1/23-2/27
38260	BUS. 210 OL	International Finance	By Arr	24 Hours	1.5	1/23-3/26
38838	BUS. 221 OL	Intercultural Business Communication	By Arr	24 Hours	1.5	1/22-3/25
41157	BUS. 248 OL	Asian Management Systems	By Arr	48 Hours	3.0	1/23-3/28
41527	BUS. 249 OL	Intro to Int'l Logistics for Customs Brokers/ Freight Forwarders	By Arr	48 Hours	3.0	1/28-3/3
36078	BUS. 279 OL	Import/Export Management	By Arr	24 Hours	1.5	1/22-3/25
40643	BUS. 292 JS	Intro to Marketing Promotions	T	6:30-9:30	1.5	1/22-3/25
37620	CAOT 100 AX	Beginning Computer Keyboarding	TTh	9:35-10:50	1.5	1/22-3/27
37624	CAOT 100 OL	Beginning Computer Keyboarding	By Arr	24 Hours	1.5	1/23-3/26
30654	CAOT 101 AX	Computer Keyboarding Skill Building	TTh	9:35-10:50	1.5	1/22-3/27
35717	CAOT 104 AS	Intro to Computers w/Windows I	MWF	10:10-11:00	1.5	1/23-3/28
36969	CAOT 104 KS	Intro to Computers w/Windows I	T	7:00-10:00	1.5	1/22-3/25
35201	CAOT 200 JS	Intro Microsoft Office Suite	M	6:30-9:35	2.0	1/28-4/14
35200	CAOT 200 OL	Intro Microsoft Office Suite	By Arr	32 Hours	2.0	1/28-4/14
37630	CAOT 214 AS	Word Processing I: Word	TTh	11:10-12:25	1.0	1/22-2/28
38188	CAOT 214 OL	Word Processing I: Word	By Arr	16 Hours	1.0	1/22-2/26
37383	CAOT 222 OL	Bus. Presentations I: PowerPoint	By Arr	16 Hours	1.0	1/23-2/27
35212	CAOT 225 JS	Spreadsheets I: Excel	W	6:30-9:30	1.0	1/23-2/27
38221	CAOT 225 OL	Spreadsheets I: Excel	By Arr	16 Hours	1.0	1/23-2/27
38223	CAOT 230 OL	Database Apps I: Access	By Arr	16 Hours	1.0	1/23-2/27
37148	CAOT 403 AS	HTML & Web Authoring Applications I	MWF	11:10-12:00	1.5	1/23-3/28
35738	CAOT 403 OL	HTML & Web Authoring Applications I	By Arr	24 Hours	1.5	1/24-3/27
37400	CAOT 410 OL	Photoshop Basics	By Arr	16 Hours	1.0	1/22-2/26
37398	CAOT 410 SS	Photoshop Basics	Sat	9:00-12:15	1.0	1/26-3/1
37670	CAOT 412 OL	Flash I	By Arr	24 Hours	1.5	1/23-3/26
41556	CAOT 665SJ CS	Intro to MAC Operating System X	TTh	12:35-1:50	1.0	1/22-3/27
41349	CAOT 665SP AS	Get Up to Speed with MS Office 2007	MWF	12:10-1:25	1.0	1/23-2/11
41347	CAOT 665SO SA	Ready, Set, Go w/Windows New VISTA	Sat	9:00-12:00	1.0	1/26-3/1
41399	CAOT 665SQ JS	Intro to Adobe InDesign CS3	M	6:30-9:35	1.0	1/28-3/3
40281	COMP 412 OL	Flash I	By Arr	24 Hours	1.5	1/23-3/25
41519	COUN 105 SS	Up Your Self-Esteem	Sat	8:30-4:30	0.5	1/26
35177	DSKL 811 AS	Differential Learning Skills Assessment	TTh	11:10-12:00	0.5	1/22-2/14
39596	DSKL 811 AO	Differential Learning Skills Assessment	By Arr	8 Hours	0.5	1/22-2/14
40716	DSKL 820 AS	Computer-Based Cognitive Retraining	TTh	11:10-12:00	0.5	1/22-5/1

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
41525	DSKL 825 AS	Assistive Computer Technology – Dragon Naturally Speaking		9:10-11:00	1.0	1/23-3/12
41549	DSKL 825 BA	Assistive Computer Technology – Dragon Naturally Speaking	By Arr	32 Hours	1.0	1/23-3/12
41546	DSKL 825 CS	Assistive Computer Technology – Kurzweil 3000	M	10:10-12:00	1.0	1/28-3/31
41544	DSKL 825 BS	Assistive Computer Technology – Dragon Naturally Speaking	W	12:10-2:00	1.0	1/23-3/12
41547	DSKL 825 DS	Assistive Computer Technology – Kurzweil 3000	T	1:10-3:00	1.0	1/22-3/11
41548	DSKL 825 KS	Assistive Computer Technology – Kurzweil 3000	W	6:00-8:00	1.0	1/23-3/12
39714	ECE. 225 SS	Infant/Toddler Environments	Sat	9:00-5:10	3.0	1/26, 2/9, 2/23, 3/8, 3/29 & 4/12
38669	ECE. 240 SS	ECE Administration: Business/Legal	Sat	9:00-5:10	3.0	1/26, 2/9, 2/23, 3/8, 3/29 & 4/12
41146	ECE. 273 JS	Supporting Young Bilingual Learners	T	7:00-10:00	1.0	1/22, 2/5, 2/19, 2/26, 3/11 & 3/25
39773	FITN 301 JS	Spinning®	MW	5:30-7:40	0.5	1/23-3/3
37224	LSCI 100 OM	Intro to Information Research	By Arr	16 Hours	1.0	1/28-3/31
41013	LSKL 830 AA	The Sentence	MW	12:10-1:00	0.5	1/23-2/20
36145	R.E. 110 SA	Real Estate Practice	Sat	8:30-11:45	3.0	1/26-5/31
41208	TEAM 179 KS	Tournament Volleyball	TTh	7:00-9:40	1.0	1/22-3/25

SELECTED SHORT COURSES BEGINNING IN FEBRUARY

41500	ASTR 100 TV	Introduction to Astronomy	M	7:00-8:00	3.0	2/1-5/16
40691	AUTO 665SA SH	Smog Check Update 2007	Sat/Sun	9:00-5:00	1.0	2/23-2/24
41520	COUN 106 SS	Anxiety Management	Sat	8:30-4:30	0.5	2/9
37504	CRER 136 AV	Career Planning	TTh	12:10-1:00	0.5-1.0	2/12-4/10
40940	CRER 136 BZ	Career Planning	W	1:00-3:00	1.0	2/6-4/2
40695	CRER 665SA SS	Deciding on a Major	Sat	8:30-4:30	0.5	2/2
38966	DSKL 811 BS	Differential Learning Skills Assessment	MW	12:10-1:00	0.5	2/11-3/10
39597	DSKL 811 BO	Differential Learning Skills Assessment	By Arr	8 Hours	0.5	2/11-3/10
41524	DSKL 821 AS	Development of Self-Advocacy Skills: Personal Empowerment for Students w/Disabilities	MW	8:10-9:00	0.5	2/25-3/26
38834	ECE. 260 SS	Children with Special Needs	Sat	9:00-5:10	3.0	2/2-3/29
40662	EMC. 425 JS	CPR: Health Care Provider	MT	6:00-10:00	0.5	2/11-2/12
38857	ENGL 166 SX	Women on Writing	Sat	10:30-12:00	0.5	2/23 & 3/1
38858	LIT. 166 SX	Women on Writing	Sat	10:30-12:00	0.5	2/23 & 3/1
41014	LSKL 831 AA	Editing and Proofreading	MW	12:10-1:00	0.5	2/25-3/26
39580	MATH 111 AS	Elementary Algebra I	MW	12:10-1:45	3.0	2/4-5/21
40135	MATH 120 AS	Intermediate Algebra	MTWTh	2:10-4:00	5.0	2/24-5/15

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
SELECTED SHORT COURSES BEGINNING IN MARCH						
30009	ACTG 121 BS	Financial Accounting	MWF	8:10-10:00	3.0	3/31-5/23
37720	AUTO 665SG SL	BAR A8 Alternative/Engine Performance	Sat/Sun	9:00-5:00	1.5	3/1, 3/2, 3/15 & 3/16
37721	AUTO 665SA SD	Smog Check Update 2007	Sat/Sun	9:00-5:00	1.0	3/15-3/16
37859	AUTO 665SD SI	Evaporative Emissions Systems	Sat/Sun	9:00-5:00	0.5	3/29-3/30
37724	AUTO 665SC SN	Smog Check Training – Enhanced Clean Air Car	MW	6:30-9:35	1.0	3/31-4/23
41533	BIOL 665SC JS	Intro to Stem Cell Technology	Th	6:00-10:00	0.5	3/27-4/3
36543	BUS. 181 JS	Personal Power & Leadership	W	6:30-9:30	1.5	3/6-4/9
41540	BUS. 249 OM	Intro to Int'l Logistics for Customs Brokers/Freight Forwarders	By Arr	48 Hours	3.0	3/10-4/14
38079	CAOT 105 AS	Intro to Computers w/Windows II	MWF	10:10-11:00	1.0	3/31-5/23
37634	CAOT 215 AS	Word Processing II: Word	TTh	11:10-12:25	2.0	3/4-5/22
38189	CAOT 215 OL	Word Processing II: Word	By Arr	32 Hours	2.0	3/4-5/27
37638	CAOT 223 OL	Business Presentation II: PowerPoint	By Arr	16 Hours	1.0	3/5-4/16
37801	CAOT 226 JS	Spreadsheets II: Excel	W	6:30-9:30	2.0	3/5-5/28
38222	CAOT 226 OL	Spreadsheets II: Excel	By Arr	32 Hours	2.0	3/5-5/28
38224	CAOT 231 OL	Database Applications II: Access	By Arr	32 Hours	2.0	3/5-5/28
37650	CAOT 301 OL	Maximize Your Employment Potential	By Arr	16 Hours	1.0	3/5-4/16
37653	CAOT 400 SS	Internet I	Sat	9:00-12:15	1.5	3/8-5/3
37660	CAOT 404 AS	HTML & Web Authoring Applications II	MWF	11:10-12:00	1.5	3/31-5/23
37402	CAOT 411 OL	Photoshop for the Web	By Arr	16 Hours	1.0	3/4-4/15
37401	CAOT 411 SS	Photoshop for the Web	Sat	9:00-12:15	1.0	3/8-4/19
41400	CAOT 665SR BS	Create A Video Resume!	TTh	9:35-10:50	1.0	3/4-4/15
41518	COUN 104 SS	Transfer Power	Sat	8:30-4:30	0.5	3/8
41521	COUN 107 SS	Coping with Depression	Sat	8:30-4:30	0.5	3/1
41522	COUN 108 SS	Anger Management	Sat	8:30-4:30	0.5	3/29
38967	DSKL 811 CS	Differential Learning Skills Assessment	TTh	11:10-12:00	0.5	3/25-4/17
39598	DSKL 811 CO	Differential Learning Skills Assessment	By Arr	8 Hours	0.5	3/25-4/17
40723	DSKL 821 BS	Development of Self-Advocacy Skills: Personal Empowerment for Students w/Disabilities	MW	12:10-1:00	0.5	3/31-4/23
41545	DSKL 825 JS	Assistive Computer Technology – Dragon Naturally Speaking	W	6:00-8:00	1.0	3/26-5/14
40663	EMC. 425 JT	CPR: Health Care Provider	MT	6:00-10:00	0.5	3/31-4/1
40362	INDV 126 AX	Coed Club Badminton	MWF	3:30-5:30	1.0	3/31-5/23
40298	LSCI 100 ON	Intro to Information Research	By Arr	16 Hours	1.0	3/31-5/23
39348	LSCI 110 AA	Digital Oral Research Project	W	1:00-3:00	1.0	3/26-5/21
41015	LSKL 832 AA	Sentence Combining	MW	12:10-1:00	0.5	3/31-4/23
40274	TEAM 116 AS	Basketball: Individual Skill Development	MWF	1:15-3:00	1.0	3/24-5/23
40608	TEAM 116 JS	Basketball: Individual Skill Development	MW	6:30-9:00	1.0	3/24-5/21
40604	TEAM 117 KS	Basketball: Tournament Basketball	TTh	6:30-9:15	1.0	3/27-5/22

CRN	COURSE	TITLE	DAY	TIME	UNIT(S)	DATES
SELECTED SHORT COURSES BEGINNING IN APRIL						
38261	ACTG 196 OL	Intermediate QuickBooks Pro 2007	By Arr	16 Hours	1.0	4/7-6/2
33582	ART 665SI CS	Intensive Painting Studio	F	10:00-4:00	0.5	4/4-4/25
37722	AUTO 665SA SK	Smog Check Update 2007	Sat/Sun	9:00-5:00	1.0	4/5-4/6
37765	AUTO 665SH SE	BAR L1 Alternative Training	Sat/Sun	9:00-5:00	1.5	4/19, 4/20, 5/3 & 5/4
37723	AUTO 665SI SA	Multiplexing & CAN Systems	Sat/Sun	9:00-5:00	1.0	4/19-4/20
38488	AUTO 665SB JS	Electric & Hybrid Vehicles	MW	6:30-9:35	1.0	4/28-5/21
40646	BIOL 430 JS	Introduction to Immunology	Th	6:00-10:00	1.0	4/10-5/1
39985	BUS. 241 OL	Doing Business in Asia	By Arr	24 Hours	1.5	4/1-5/27
39986	BUS. 245 OL	Introduction to Customs Brokerage	By Arr	24 Hours	1.5	4/1-5/27
41542	BUS. 249 ON	Intro to Int'l Logistics for Customs Brokers/ Freight Forwarders	By Arr	48 Hours	3.0	4/21-6/2
40644	BUS. 293 JS	Internet Marketing Strategies	T	6:30-9:30	1.5	4/1-5/27
37621	CAOT 100 BX	Beginning Computer Keyboarding	TTh	9:35-10:50	1.5	4/1-5/29
37619	CAOT 100 OM	Beginning Computer Keyboarding	By Arr	24 Hours	1.5	4/2-5/26
40430	CAOT 101 BX	Computer Keyboarding Skill Building	TTh	9:35-10:50	1.5	4/1-5/29
40399	CAOT 105 JS	Intro to Computers w/Windows II	T	7:00-10:00	1.0	4/1-5/27
40681	CAOT 201 OL	Integration of MS Office Applications	By Arr	16 Hours	1.0	4/21-6/2
37390	CAOT 404 OL	HTML & Web Authoring Applications II	By Arr	24 Hours	1.5	4/3-5/29
38259	CAOT 413 OL	Flash II	By Arr	24 Hours	1.5	4/2-5/28
41237	CAOT 665SK BS	Fun with MAC Operating System X	TTh	12:35-1:50	1.0	4/1-5/29
40282	COMP 413 OL	Flash II	By Arr	24 Hours	1.5	4/2-5/28
41516	CRER 139 SS	Careers in Teaching	Sat	8:30-4:30	0.5	4/12
38968	DSKL 811 DS	Differential Learning Skills Assessment	MW	12:10-1:00	0.5	4/21-5/14
39599	DSKL 811 DO	Differential Learning Skills Assessment	By Arr	8 Hours	0.5	4/21-5/14
40722	DSKL 821 SS	Development of Self-Advocacy Skills: Personal Empowerment for Students w/Disabilities	Sat	8:30-4:30	0.5	4/26
41526	DSKL 880SB AS	Assistive Computer Technology – Advanced	By Arr	2 Hrs/Wk	0.5	4/2-5/21
40743	ECE. 665SB SS	Communicating with Parents	Sat	9:00-5:10	1.0	4/5 & 4/19
37223	LSCI 100 OL	Introduction to Information Research	By Arr	16 Hours	1.0	4/1-5/23
41297	LSKL 833 AA	Multi-intelligent Learning Strategies for Reading and Writing	MW	12:10-1:00	0.5	4/28-5/21

SELECTED SHORT COURSES BEGINNING IN MAY

41554	AUTO 665SL SS	Introduction to Lab Scope (DSO)	Sat/Sun	9:00-5:00	1.0	5/3-5/4
39050	AUTO 665SJ KS	Advanced Lab Scope (DSO)	Sat/Sun	9:00-5:00	1.0	5/17-5/18
37767	AUTO 665SA SG	Smog Check Update 2007	Sat/Sun	9:00-5:00	1.0	5/17-5/18
40664	EMC. 425 JU	CPR: Health Care Provider	MT	6:00-10:00	0.5	5/5-5/6