



Business • Design • Technology

Fall 2018

BUSINESS

August 27-December 15

ALL COURSES TUITION FREE

CRN	Dept	Course	Title	DAYS	Start	End	TIMES	LOC	Instructor
39272	PRO	NC019	Personality Styles and Difficult Relationships	T	8/28	8/28	8:30-4:30 pm	28	Welch
39731	PRO	NC005	Critical Thinking, Problem Solving and Decision Making	W	9/5	9/5	8:30-4:30 pm	28	Kasmar
40679	PRO	NC010	Project Management for Non Project Managers	TH	9/6	9/6	8:30-4:30 pm	28	Welch
40681	PRO	NC039	Innovation and Creativity	TH	9/13	9/13	8:30-4:30 pm	28	Croyle
40229	ACCT	NC001	Setting up QuickBooks for Small Business	S	9/15	10/6	9:00 am-1:00 pm	5	Terry
39294	PRO	NC036	The Art of Negotiating and Collaborating	T	9/18	9/18	8:30-4:30 pm	28	Zackrisson
39728	PRO	NC002	Business Writing in a Technological World	W	9/19	9/19	8:30-4:30 pm	28	Taylor
39866	PRO	NC035	Workplace Politics	Th	9/20	9/20	8:30-4:30 pm	28	Croyle
39273	PRO	NC021	Coaching Skills	T	9/25	9/25	8:30-4:30 pm	28	Welch
39312	PRO	NC004	Communication Strategies for the Workplace	W	9/26	9/26	8:30-4:30 pm	28	Croyle
40707	PRO	NC011	Process Improvement	TH	9/27	9/27	8:30-4:30 pm	28	Zackrisson
39278	PRO	NC067	High Impact Presentations and Proposals	T	10/2	10/2	8:30-4:30 pm	28	Croyle
39311	PRO	NC003	Time Management	W	10/3	10/3	8:30-4:30 pm	28	Kasmar
39271	PRO	NC017	Change is the new Constant	TH	10/11	10/11	8:30-4:30 pm	28	Croyle
40230	ACCT	NC002	Monthly Procedures using QuickBooks	S	10/13	11/3	9:00 am-1:00 pm	5	Terry
39738	PRO	NC050	Best Practice in Customer Service	T	10/16	10/16	8:30-4:30 pm	28	Starr
39732	PRO	NC006	Leadership Skills	W	10/17	10/17	8:30-4:30 pm	28	Kasmar
39735	PRO	NC044	Assertive Communication	TH	10/18	10/18	8:30-4:30 pm	28	Zackrisson
39833	PD	NC001	Personalized Career Planning	S	10/20	10/27	9:00-1:00 pm	28/5	Eurman
39865	PRO	NC032	Difficult Conversations	W	10/24	10/24	8:30-4:30 pm	28	Zackrisson
39868	PRO	NC064	Accountability	T	10/30	10/30	8:30-4:30 pm	28	Kasmar
39274	PRO	NC033	Successfully Managing and Developing People	W	10/31	11/7	8:30-4:30 pm	28	Croyle
39734	PRO	NC028	Championing Diversity in the Workplace	T	11/6	11/6	8:30-4:30 pm	28	Johnson
40259	PRO	NC014	Motivating Yourself and Other	TH	11/8	11/8	8:30-4:30 pm	28	Kasmar
40231	ACCT	NC003	Year End Procedures (Quickbooks)	S	11/10	12/08	9:00 am-1:00 Pm	5	Terry
39864	PRO	NC025	Resolving Differences in the Workplace	TH	11/15	11/15	8:30-4:30 pm	28	Croyle
39867	PRO	NC051	Secrets of a Great Employee	T	11/20	11/20	8:30-4:30 pm	28	Croyle
40730	PRO	NC038	Increasing Productivity	W	11/21	11/21	8:30-4:30 pm	28	Zackrisson
40692	PRO	NC068	Professional Etiquette	T	11/27	11/27	8:30-4:30 pm	28	Kasmar
39799	PRO	NC013	Emotional Intelligence in the Workplace	TH	11/29	11/29	8:30-4:30 pm	28	Backelin
39834	PD	NC002	Strategic Job Search	S	12/1	12/8	9:00-1:00 pm	28/5	Eurman
40258	PRO	NC012	Supervisory Skills	W	12/12	12/12	8:30-4:30 pm	28	Zackrisson
39269	PRO	NC015	Building High Performance Teams	Th	12/13	12/13	8:30-4:30 pm	28	Welch

DESIGN

CRN	Dept	Course	Title	DAYS	Start	End	TIMES	LOC	Instructor
39299	MAT	NC003	Photoshop	F	8/31	10/26	9:00-11:30 am	3	Musacchio
39291	GDP	NC010	Introduction to Adobe Illustrator	F	8/31	11/02	1:00-3:15 pm	3	Dempsey
39387	MAT	NC003	Photoshop	W	9/5	11/7	6:45 pm-9:00 pm	3	Burkhardt
40805	GDP	NC010	Introduction to Adobe Illustrator	M	9/10	11/5	6:30-9:00 pm	3	Musacchio
39289	GDP	NC001	Digital Design Techniques	T/Th	9/11	10/9	6:00-8:30 pm	3	Dempsey
39307	PHOT	NC001	Digital Cameras, Digital Photo	W	9/12	10/3	4:00-6:15 pm	3	Place
39770	DRFT	NC001	Introduction to 3D Printing	S	9/15	10/6	9:00-1:00 pm	OE16	Arias delCid
39303	MAT	NC010	Adobe Lightroom Essentials	S	10/6	10/13	9:00-1:00 pm	3	Burkhardt
39771	DRFT	NC002	Product Design & Prototyping Workshop	S	10/13	11/03	9:00-1:00 pm	OE16	Arias delCid
39308	PHOT	NC002	Photoshop for Digital Photographers	T/Th	10/16	11/3	5:30-8:00 pm	3	Burkhardt
39290	GDP	NC005	Photoshop Overview	S	10/27	11/3	9:00-2:00 pm	3	Burkhardt

Classes and instructors are subject to change

Updated as of 8/31/2018



TECHNOLOGY

ALL COURSES TUITION FREE

CRN	Dept	Course	Title	DAYS	Start	End	TIMES	LOC	Instructor
40246	COMP	NC022	Computers for Beginners (PC)	W	9/5	10/3	12:30-2:45 PM	4	Eggli
39323	COMP	NC063	Intro to Excel	TH	9/6	9/27	12:00-2:15 pm	4	Eggli
39327	COMP	NC080	Setting up a Blog	S	9/8	9/15	9:00-1:00 pm	3	Place
40250	COMP	NC035	Exploring Microsoft Office for the MAC	M	9/10	11/05	12:30-3:00 PM	3	Eggli
39326	COMP	NC070	Introduction to Hand-held Devices	M	9/10	10/1	4:00-6:15 pm	3	Eggli
39669	COMP	NC030	Introduction to the Macintosh	T/TH	9/11	10/2	9:00-11:35 am	3	Burkhardt
39672	COMP	NC040	Searching the Web (MAC)	T	9/11	10/2	1:00-3:15 pm	3	Eggli
39855	COMP	NC014	Facebook for Business	F	9/14	9/14	8:30-4:30 pm	4	Starr
39822	COMP	NC063	Intro to Excel	T	9/18	10/9	6:30-8:55 pm	4	Wong
39857	COMP	NC016	Pinterest and Instagram for Business	F	9/21	9/21	8:30-4:30	4	Starr
39341	COMP	NC024	Introduction to Windows	S	9/22	9/29	9:00-2:00 pm	4	Eggli
39328	COMP	NC081	Create Compelling Content	S	9/22	9/22	8:30-4:30 pm	3	Cooper
40248	COMP	NC017	LinkedIn for Business	F	9/28	9/28	8:30-4:30 pm	4	Starr
40700	CNEE	NC102	Optimize and Upgrade Your PC	T	10/2	12/04	4:00-6:15 pm	4	Eggli
39674	COMP	NC051	Introduction to MS Word	TH	10/4	10/25	12:00 -2:15 pm	4	Eggli
39813	COMP	NC071	Tech Talk: What's New in Comp & Technology?	TH	10/4	12/13	4:00-6:15 pm	5	Eggli
39859	COMP	NC018	YouTube for Business	F	10/5	10/5	8:30-4:30 pm	4	Starr
39681	CNEE	NC103	Keeping a PC Hard Disk Clean &Organized	S	10/6	10/13	9:00 am-2:00 pm	4	Eggli
39671	COMP	NC036	Intro to iTunes, iPods, and iPads	M	10/8	10/29	4:00-6:15 PM	3	Eggli
39670	COMP	NC031	Introduction to Mac OS X Level 1	T/TH	10/9	10/30	9:00-11:35 am	3	Burkhardt
39673	COMP	NC041	Email for Beginners (MAC)	T	10/9	10/30	1:00-3:15 pm	3	Eggli
39319	COMP	NC050	Word Processing Basics for Beginners	W	10/10	11/7	12:30-2:45 pm	4	Eggli
40690	COMP	NC055	Basic PowerPoint	T	10/16	11/06	6:30 pm-8:55 pm	4	Wong
40247	COMP	NC016	Twitter for Business	F	10/26	10/26	8:30 am-4:30 pm	4	Starr
39676	COMP	NC055	Basic PowerPoint	TH	11/1	11/29	12:00-2:15 pm	4	Eggli
39322	COMP	NC058	Basic Outlook	S	11/3	11/10	9:00 am-2:00 pm	4	Eggli
40249	COMP	NC023	Windows Basics	M	11/5	12/10	4:00-6:15 pm	4	Eggli
39313	COMP	NC032	Introduction to MAC OS X Level 2	T/TH	11/6	11/29	9:00-11:35 am	3	Burkhardt
39755	LIBR	NC001	Online Research Skills	F	11/9	11/9	8:30-4:30 pm	4	Ackerman
40698	COMP	NC062	Basic Spreadsheets for Beginners	W	11/14	12/12	12:30-2:45 pm	4	Eggli
39756	LIBR	NC002	Presenting Research with Infographics	F	11/16	11/16	8:30-4:30 pm	4	Ackerman
39321	COMP	NC051	Introduction to MS Word	T	11/20	12/11	6:30-8:55 pm	4	Wong
40238	COMP	NC020	How to use a Computer Keyboard and Mouse for Beginners	F	11/30	12/07	9:00-2:00 PM	4	Eggli
39318	COMP	NC042	Optimizing Photos for the Internet and Email	S	12/8	12/15	9:00 am-2:00 pm	3	Place

SHORT TERM VOCATIONAL (STV)

CRN	Dept	Course	Title	DAY	Start	End	TIMES	LOC	Instructor
39188	EH	NC001	Green Gardener: Module 1 (SPA)	M	8/27	11/05	4:30 pm - 6:35 pm	26	Carmona
40493	CT	NC194	Introduction to National Electric Code	M	8/27	12/15	6:00-9:15 pm	RODBON	Bennett
40494	CT	NC194	Introduction to National Electric Code	T	8/28	12/15	6:00-9:10 pm	20	Bennet
38728	CT	NC001	Construction Framing	T	8/28	9/18	5:00 -7:45 pm	24	Cunningham
39345	AH	NC005	Medical Assistant IA <small>(please call 805-898-8123 for information)</small>	T/TH	8/28	11/20	5:45 pm-9:05 pm	14	Lee
39329	CA	NC013	ServSafe Food Safety Prep Cert -Module A	W	8/29	10/3	3:00 -5:00 pm	SAHH	Hobbins
39189	EH	NC001	Green Gardener: Module 1	W	8/29	10/31	4:30pm - 6:35pm	26	Carmona
39333	CA	NC014	ServSafe Food Safety Prep Cert: Module B	TH	8/30	10/4	3:00 -5:00 pm	SAHH	Hobbins
39346	AH	NC020	Personal Care Attendant I: Basic Care <small>(please call 805-898-8123 for information on registration)</small>	M/W	9/10	10/17	5:30 pm-8:45 pm	14	Noggle
39347	AH	NC021	Personal Care Attendant II: Dementia and End-of-Life Care <small>(please call 805-898-8123 for information on registration)</small>	M/W	10/22	11/14	5:30 pm-7:55 pm	14	Noggle
38729	CT	NC002	Construction Finish Carpentry	T	9/25	10/16	5:00 -7:45 pm	24	Cunningham
38730	CT	NC003	Construction Electrical	T	10/23	11/13	5:00 -7:45 pm	24	Cunningham
39287	EH	NC002	Green Gardener: Module 2 (SPA)	M	11/19	12/10	4:30pm - 8:15 pm	26	Carmona
38731	CT	NC004	Construction Plumbing	T	11/20	12/11	5:00 -7:45 pm	24	Cunningham
39434	EH	NC002	Green Gardener: Module 2	W	11/21	12/12	4:30pm - 8:15 pm	26	Carmona

Register now! www.sbcc.edu/extendedlearning/

csi@sbcc.edu • 805-683-8282 • Wake Campus, 300 N Turnpike Road, Santa Barbara CA 93111