



# Business • Design • Technology • Career

**FALL 2020 8/24-12/12**

Note some time changes

**Business**

FREE Via Zoom Real Time Synchronized Learning-VideoConference classes.

\*Denotes New Class

CRN	Dept.	Course	Title	Start	End	DAY	Times	Instructor
41478	DPSP	NC001	Vocational Exploration and Planning	8/24	12/7	M/W	10:15-1:20 pm	Jacob Boone
42830	DPSP	NC002	Self-Advocacy Skills for Educational & Vocational Settings	8/25	12/3	T/R	10:15-1:25 pm	Jacob Boone
42534	PROW	NC067	High Impact Presentations and Proposals -UCSB	8/24		M	8:30-4:30 pm	Linda Croyle
42595	ACTV	NC215	Fundamentals of Income Tax	8/25	12/12	T/R	8:00-10:00 am	Barbara Aue
42825	COMW	NC001	Building an Equity Mindset	8/31	10/11	Online	3.6 hours week *20.7	Dr. Carrie Hutchinson
42826	COMW	NC001	Building an Equity Mindset	8/31	10/11	Online	3.6 hours week *20.7	Dr. Carrie Hutchinson
42023	PROW	NC050	Best Practices in Customer Service	9/1		T	8:30-4:30 pm	Linda Croyle
41442	PROW	NC036	The Art of Negotiating and Collaborating	9/2		W	8:30-4:30 pm	Dr. Eric Zackrisson
42542	ACTV	NC001	Setting up QuickBooks for Small Business	9/3	9/24	R	5:15-9:15 pm	Carolyn Terry
41434	PROW	NC019	Personality Styles and Difficult Relationships	9/3		R	8:30-4:30 pm	Mariaelena Welch
42529	ACTV	NC101	Introduction to Accounting Basics 1 *	9/5	10/3	S	10:00-1:00 pm	Carolyn Terry
41460	PROW	NC068	Professional Etiquette	9/9		W	8:30-4:30 pm	Casey Summar
42672	PROW	NC013	Emotional Intelligence in the Workplace-UCSB	9/10		R	8:30-4:30 pm	Patricia Backelin
42356	PROW	NC035	Workplace Politics	9/10		R	8:30-4:30 pm	Linda Croyle
41424	PROW	NC006	Leadership Skills-HPI	9/15		T	8:30-4:30 pm	Trevor Kasmar
42341	PROW	NC006	Leadership Skills-HPI	9/16		W	8:30-4:30 pm	Trevor Kasmar
42535	PROW	NC033	Successfully Managing and Developing People-UCSB	9/16	9/18	W/F	8:30-4:30 pm	Linda Croyle
41991	PROW	NC017	Change is the new Constant	9/17		R	8:30-4:30 pm	Linda Croyle
41420	PROW	NC002	Business Writing in a Technological World	9/22		T	8:30-4:30 pm	Dr. Eric Zackrisson
41429	PROW	NC013	Emotional Intelligence in the Workplace-HPI	9/24		R	8:30-4:30 pm	Patricia Backelin
41438	PROW	NC032	Difficult Conversations	9/29		T	8:30-4:30 pm	Linda Croyle
42340	PROW	NC003	Time Management	9/30		W	8:30-4:30 pm	Trevor Kasmar
42543	ACTV	NC002	Monthly Procedures using QuickBooks	10/1	10/22	R	5:15-9:15 pm	Cornelia Alsheimer-Barthel
42601	PROW	NC086	Thriving in a Multigenerational Workforce *	10/1		R	8:30-4:30 pm	Linda Croyle
41422	PROW	NC004	Workplace Communication Strategies	10/6		T	8:30-4:30 pm	Dr. Eric Zackrisson
41436	PROW	NC025	Resolving Differences in the Workplace	10/8		R	8:30-4:30 pm	Dr. Eric Zackrisson
42673	PROW	NC017	Change is the new Constant-UCSB	10/9		F	8:30-4:30 pm	Linda Croyle
42530	ACTV	NC102	Introduction to Accounting Basics 2 *	10/10	10/31	S	10:00-1:00 pm	Carolyn Terry
42361	PDW	NC001	Personalized Career Planning	10/10	10/17	S	9:00-1:00 pm	Valerie Euman
42827	COMW	NC002	Applying an Equity Mindset	10/12	11/22	Online	3.6 hours week *20.7	Dr. Carrie Hutchinson
41427	PROW	NC012	Supervisory Skills -HPI	10/13		T	8:30-4:30 pm	Dr. Eric Zackrisson
42349	PROW	NC012	Supervisory Skills -HPI	10/14		W	8:30-4:30 pm	Dr. Eric Zackrisson
41423	PROW	NC005	Critical Thinking, Problem Solving and Decision Making	10/15		R	8:30-4:30 pm	Linda Croyle
41425	PROW	NC010	Project Management for NonProject Managers	10/20		T	8:30-4:30 pm	Mariaelena Welch
41445	PROW	NC044	Assertive Communication	10/22		R	8:30-4:30 pm	Dr. Eric Zackrisson
41437	PROW	NC028	Championing Diversity in the Workplace	10/27		T	8:30-4:30 pm	Linda Croyle
41992	PROW	NC021	Coaching Skills	10/28		W	8:30-4:30 pm	Mariaelena Welch
42545	ACTV	NC003	Year End Procedures (Quickbooks)	10/29	11/19	R	5:15-9:15 pm	Cornelia Alsheimer-Barthel
41432	PROW	NC015	Building High Performance Teams	11/3		T	8:30-4:30 pm	Mariaelena Welch
42190	PROW	NC064	Accountability	11/4		W	8:30-4:30 pm	Linda Croyle
41468	PDW	NC002	Strategic Job Search	11/7	11/14	S	9:00-1:00 pm	Janna Mori
41431	PROW	NC014	Motivating Yourself and Other -HPI	11/10		T	8:30-4:30 pm	Trevor Kasmar
42357	PROW	NC039	Innovation and Creativity	11/17		T	8:30-4:30 pm	Dr. Eric Zackrisson
42602	PROW	NC086	The Art and Science of Giving and Receiving Feedback*	11/19		R	8:30-4:30 pm	Linda Croyle
42674	PROW	NC028	Championing Diversity in the Workplace-UCSB	11/20		F	8:30-4:30 pm	Linda Croyle
41440	PROW	NC033	Successfully Managing and Developing People	12/1	12/3	T/R	8:30-4:30 pm	Linda Croyle
41443	PROW	NC038	Increasing Productivity	12/8	HPI	T	8:30-4:30 pm	Dr. Eric Zackrisson
41459	PROW	NC067	High Impact Presentations and Proposals	12/9		W	8:30-4:30 pm	Linda Croyle
42675	PROW	NC021	Coaching Skills -UCSB	12/11		F	8:30-4:30 pm	Linda Croyle

**Design**

Note some time changes

CRN	Dept.	Course	Title	Start	End	Day	Times	Instructor
42538	PHOW	NC003	Lightroom Classic 1*	8/25	9/8	T/R	6:00-9:05 pm	Bruce Burkhardt
42385	MATW	NC003	Photoshop	8/28	10/16	F	9:00-11:55 am	Diana Musacchio
41492	PHOW	NC001	Digital Cameras, Digital Photo	9/2	9/30	W	4:00-5:55 pm	Chuck Place
42184	MATW	NC001	Introduction to Dreamweaver	9/3	10/22	R	5:30-8:15 pm	Diana Musacchio
42539	PHOW	NC004	Lightroom Classic 2*	9/10	9/24	T/R	6:00-9:05 pm	Bruce Burkhardt
41834	GDPW	NC001	Digital Design Techniques	9/14	11/9	M	5:30-8:00 pm	Pending
42540	PHOW	NC005	Lightroom Classic 3*	9/29	10/15	T/R	6:00-8:25 pm	Bruce Burkhardt
42387	GDPW	NC010	Introduction to Adobe Illustrator	10/23	12/11	F	9:00-12:20 pm	Diana Musacchio
42386	MATW	NC003	Photoshop	10/23	12/11	F	1:30-4:50 pm	Diana Musacchio
41493	PHOW	NC002	Photoshop for Digital Photographers	10/27	11/19	T/R	5:30-8:15 pm	Bruce Burkhardt
41488	GDPW	NC005	Photoshop Overview	12/5	12/12	S	9:00-2:00 pm	Bruce Burkhardt

**Technology**

Note some time changes

CRN	Dept.	Course	Title	Start	End	Day	Times	Instructor
42646	CISV	NC001	Installing and Configuring Windows Desktop	8/24	10/17	Online	4.5 hrs a week	Esther Frankel
42434	CMPW	NC63A	MS Excel 1*	8/25	9/3	T/R	6:30-8:45 pm	Vince Wong
41815	CMPW	NC022	Computers for Beginners	9/2	9/30	W	4:00-6:15 pm	Eric Jackson
42051	CMPW	NC071	Tech Talk: What's New in Computers & Tech?	9/3	11/5	R	1:00-3:20 pm	Norma Eggli
42183	CMPW	NC037	Living the iLife	9/9	10/28	W	9:00-11:55 am	Diana Musacchio
41810	CMPW	NC015	Twitter for Business	9/11		F	8:30-4:30 pm	Dr. BillJo Starr
42427	CMPW	NC55A	MS PowerPoint 1*	9/11	9/18	F	9:00-2:00 pm	Norma Eggli
41811	CMPW	NC016	Pinterest and Instagram for Business	9/18		F	8:30-4:30 pm	Dr. BillJo Starr
42440	CMPW	NC58A	MS Outlook 1*	9/21	10/12	M	4:00-6:15 pm	Norma Eggli
42422	CMPW	NC51A	MS Word 1*	9/22	10/13	T	9:00-11:15 am	Norma Eggli

All classes open for enrollment unless specified.

To apply go to [SBCC.edu/apply](http://SBCC.edu/apply) "Adult Learner" Application [csi@sbcc.edu](mailto:csi@sbcc.edu) 805-683-8282 or 805-898-8160



# Business • Design • Technology • Career

## FALL 2020 8/24-12/12

Note some time changes

Technology -Cont. Via Zoom Real Time Synchronized Learning-VideoConference classes.

\*Denotes New Class

CRN	Dept.	Course	Title	Start	End	Day	Times	Instructor
42436	CMPW	NC63B	MS Excel 2*	9/22	10/1	T/R	6:30-8:45 pm	Vince Wong
42336	CMPW	NC030	Introduction to the Machintosh	9/22	10/13	T/R	9:00 am-1:40 pm	Pending
42428	CMPW	NC55B	MS PowerPoint 2*	10/2	10/9	F	9:00-2:00 pm	Norma Eggli
41839	CNEW	NC103	Keeping a PC Hard Disk Clean and Organized	10/6	10/15	T/R	4:00-6:20 pm	Aldous Pabon
41819	CMPW	NC031	Introduction to Mac OS X Level 1	10/6	10/27	T/R	9:00-11:35 am	Diana Musacchio
41824	CMPW	NC042	Optimizing Photos for the Internet and Email	10/7	10/28	W	4:00-6:15 pm	Chuck Place
42338	CMPW	NC041	Email for Beginners	10/7	10/28	W	4:00-6:15 pm	Eric Jackson
41809	CMPW	NC014	Facebook for Business	10/9		F	8:30-4:30 pm	Dr. BilliJo Starr
41831	CMPW	NC080	Setting up a Blog	10/10	10/17	S	9:00-1:00 pm	Chuck Place
42437	CMPW	NC63C	MS Excel 3*	10/13	10/22	T/R	6:30-8:45 pm	Vince Wong
41817	CMPW	NC024	Introduction to Windows	10/13	11/3	T	4:00-6:15 pm	Eric Jackson
41813	CMPW	NC018	YouTube for Business	10/16		F	8:30-4:30 pm	Dr. BilliJo Starr
42647	CISV	NC002	Configuring Windows Devices	10/19	12/12	Online	4.5 hrs a week +	Esther Frankel
42446	CMPW	NC58B	MS Outlook 2*	10/19	11/9	M	4:00-6:15 pm	Norma Eggli
42424	CMPW	NC51B	MS Word 2*	10/20	11/10	T	9:00-11:15 am	Norma Eggli
42388	CNEW	NC102	Optimize and Upgrade Your PC	10/20	11/19	T/R	4:00-6:15 pm	Aldous Pabon
42337	CMPW	NC040	Searching the Web	10/23	10/30	F	9:00-2:00 pm	Dr. BilliJo Starr
41820	CMPW	NC032	Introduction to MAC OS X Level 2	10/29	11/19	T/R	9:00- 11:35 am	Diana Musacchio
42423	CMPW	NC51A	MS Word 1*	11/3	11/12	T/R	6:30-8:45 pm	Vince Wong
41816	CMPW	NC023	Windows Basics	11/4	12/9	W	4:00-6:25 pm	Eric Jackson
42637	CMPW	NC083A	ACCESS *	11/7	11/14	S	9:00-2:00 pm	Norma Eggli
42444	CMPW	NC58C	MS Outlook 3*	11/16	12/7	M	4:00-6:15 pm	Norma Eggli
42425	CMPW	NC051B	MS Word 2*	11/16	11/24	M/T	6:30-8:45 pm	Vince Wong
42638	CMPW	NC73A	MS Publisher 1*	11/17	12/8	T	9:00-11:15 am	Norma Eggli
42433	CMPW	NC55C	MS PowerPoint 3*	11/18	12/9	W	9:00-11:15 am	Norma Eggli
41812	CMPW	NC017	LinkedIn for Business	11/20		F	8:30-4:30 pm	Dr. BilliJo Starr
42699	CMPW	NC63A	MS Excel 1*	12/1	12/10	T/R	4:30-6:45 pm	Aldous Pabon
42426	CMPW	NC51C	MS Word 3*	12/5	12/12	S	9:00-2:00 pm	Norma Eggli

### Career Note some time changes

CRN	Dept.	Course	Title	Start	End	Day	Times	Instructor
42381	EHV	NC001	Green Gardener: Module 1 (Bilingual/Language Support)	8/24	10/17	M	5:00-7:55 pm	Oscar Carmona
42382	EHV	NC001	Green Gardener: Module 1	8/26	10/17	W	5:00-7:30 pm	Oscar Carmona
42380	CTV	NC121	Blueprint Reading for Electricians	8/25	12/12	T	6:30-9:35 pm	Conor Provan
41487	AHV	NC005	Medical Assistant IA: Administrative and Clinical Skills Part	8/25	11/19	T/R	5:45-8:55 pm	Bette Lee
41462	CTV	NC002	Construction Finish Carpentry	8/25	9/15	T	5:00-7:50 pm	James Cunningham
42628	CTV	NC021	Deconstruction and ReUse*	8/26	9/30	W	6:00-8:15 pm	Carol Ashley
41489	AHV	NC020	Personal Care Attendant I: Basic Care	9/21	11/9	M/W	5:30-8:45 pm	Marybeth Noggle
41463	CTV	NC003	Construction Electrical	9/22	10/13	T	5:00-7:50 pm	James Cunningham
42629	CTV	NC022	Repurposing and Refurbishing*	10/7	11/18	W	6:00-8:15 pm	Carol Ashley
42384	EHV	NC002	Green Gardener: Module 2	10/17	12/12	W	5:00-7:45 pm	Oscar Carmona
42383	EHV	NC002	Green Gardener: Module 2 (Bilingual/Language Support)	10/17	12/12	M	5:00-7:30 pm	Oscar Carmona
41464	CTV	NC004	Construction Plumbing	10/20	11/10	T	5:00-7:50 PM	James Cunningham
42369	EMTV	NC111	Emergency Medical Technician-Basic: Recertification <i>(in person at main campus)</i>	11/14	11/15	S/U	8:00-8:00 pm	Ian Sharp
41494	AHV	NC021	Personal Care Attendant II: Dementia and End-of-Life Care	11/16	12/9	M/W	5:30-7:50 pm	Marybeth Noggle
41461	CTV	NC001	Construction Framing	11/17	12/8	T	5:00-7:50 PM	James Cunningham

### Bilingual Computers Note some time changes

CRN	Dept.	Course	Title	Start	End	Day	Times	Instructor
42612	CMPW	NC007	Microsoft Excel Fundamentals (Bilingual)	8/24	10/17	M-F	10:00-11:00 am	J. Cesar Lara Perez
42606	CMPW	NC003	Introduction to Windows Operating Systems (Bilingual)	8/24	10/17	M-F	11:30-12:40 pm	Norma Graffius
42604	CMPW	NC001	Typing-Keyboarding (Bilingual)	8/24	10/17	M-R	1:00-2:30 pm	Antonieta Solis Soto
42610	CMPW	NC006	Microsoft PowerPoint Fundamentals (Bilingual)	8/24	10/17	M-R	3:00-4:30 pm	Araceli Aparisio
42614	CMPW	NC008	Microsoft Publisher Fundamentals (Bilingual)	8/24	10/17	M-R	5:00-6:30 pm	Raul Uribe
42608	CMPW	NC005	Microsoft Word Fundamentals (Bilingual)	8/24	10/17	M-R	5:30-7:00 pm	Norma Bahena
42609	CMPW	NC006	Microsoft PowerPoint Fundamentals (Bilingual)	10/19	12/12	M-F	10:00-11:00 am	J. Cesar Lara Perez
42607	CMPW	NC005	Microsoft Word Fundamentals (Bilingual)	10/19	12/12	M-F	11:30-12:40 pm	Norma Graffius
42752	CMPW	NC002	Introduction to Computers (Bilingual)	10/19	12/12	M-R	1:00-2:30 pm	Antonieta Solis Soto
42603	CMPW	NC001	Typing-Keyboarding (Bilingual)	10/19	12/12	M-R	3:00-4:30 pm	Araceli Aparisio
42605	CMPW	NC003	Introduction to Windows Operating Systems (Bilingual)	10/19	12/12	M-R	5:00-6:30 pm	Raul Uribe
42611	CMPW	NC007	Microsoft Excel Fundamentals (Bilingual)	10/19	12/12	M-R	5:30-7:00 pm	Norma Bahena