



Business

Design

Technology

Career

# Spring 2022

1/10-5/7

## Business

Classes will be Face-to-Face (F2F), Hyflex, Hybrid or Zoom as noted below. Classes and location are subject to change.

CRN	Dept.	Course	Title	Location	Start	End	Day	Times	Instructor
64963	DSPS	NC001	Vocational Planning	FTF Main Campus ECC	1/10	5/7	M/W	10:00 AM-1:15 PM	Jacob Boone
67539	DSPS	NC002	Self-Advocacy Skills	FTF Main Campus ECC	1/11	5/5	T/R	10:00 AM-1:15 PM	Jacob Boone
66898	PROW	NC021	Coaching Skills	Zoom	1/19	1/19	W	8:30 AM-4:30 PM	Trevor Kasmar
68175	PROW	NC013	Emotional Intelligence in the Workplace	Zoom	1/20	1/20	R	8:30 AM-4:30 PM	Linda Croyle
66797	ACTV	NC001	Setting up QuickBooks for small Business	Zoom	1/22	2/12	S	9:00 AM-1:00 PM	Carolyn Terry
66901	PROW	NC032	Difficult Conversations	Zoom	1/26	1/26	W	8:30 AM-4:30 PM	Linda Croyle
66851	COMW	NC001	Building an Equity Mindset	FULLY ONLINE	1/31	3/19		Fully Online	Dr. Carrie Hutchinson
66904	PROW	NC036	Negotiating and Collaborating	Zoom	2/1	2/1	T	8:30 AM-4:30 PM	Dr. Eric Zackrison
66896	PROW	NC015	Building high Perform. Teams	Zoom	2/2	2/2	W	8:30 AM-4:30 PM	Mariaelena Welch
66888	PROW	NC002	Business Writing	Zoom	2/8	2/8	T	8:30 AM-4:30 PM	Dr. Eric Zackrison
66907	PROW	NC050	Best Practice in Customer Serv	FTF Wake 28	2/9	2/9	W	8:30 AM-4:30 PM	Jennifer Brown
67556	MKTW	NC001	Marketing Fundamentals	FTF Wake 28	2/11	2/11	F	8:30 AM-4:30 PM	Anna Kwong
67010	PROW	NC070	Humanizing Technology I	FULLY ONLINE	2/14	2/27		Fully Online	Matthew Mooney
66890	PROW	NC004	Workplace Comm. Strategies	Zoom	2/15	2/15	T	8:30 AM-4:30 PM	Linda Croyle
66886	PROW	NC019	Difficult Relationships	Zoom	2/16	2/16	W	8:30 AM-4:30 PM	Mariaelena Welch
66800	ACTV	NC101	Intro to Accounting Basics 1	Zoom	2/16	3/16	W	5:00 PM-8:00 PM	Pending Staff
66994	PROW	NC083	Managing Workplace Stress	Zoom	2/23	2/23	W	8:30 AM-4:30 PM	Linda Croyle
66947	PROW	NC067	Pres. & Propos. for the Workplace	Zoom	2/24	2/24	R	8:30 AM-4:30 PM	Dr. Eric Zackrison
67557	PROW	NC002	Business Branding	FTF Wake 28	2/25	2/25	F	8:30 AM-4:30 PM	Anna Kwong
66798	ACTV	NC002	Monthly Procedures using QB	Zoom	2/26	3/19	S	9:00 AM-1:00 PM	Carolyn Terry
67011	PROW	NC071	Humanizing Technology II	FULLY ONLINE	2/28	3/13		Fully Online	Matthew Mooney
67057	PROW	NC013	Emotional Intelligence in the Workplace	FTF Wake 28	3/1	3/1	T	8:30 AM-4:30 PM	Patricia Backelin
66950	PROW	NC086	Multigenerational Workforce	Zoom	3/2	3/2	W	8:30 AM-4:30 PM	Linda Croyle
67051	PROW	NC033	Managing & Developing People	Zoom	3/3	3/10	R	8:30 AM-4:30 PM	Dr. Eric Zackrison
68176	PROW	NC006	Leadership Skills	Zoom	3/8	3/8	T	8:30 AM-4:30 PM	Trevor Kasmar
67093	PROW	NC039	Innovation and Creativity	Zoom	3/8	3/8	T	8:30 AM-4:30 PM	Dr. Eric Zackrison
66893	PROW	NC010	Project Mgmt. for Non Managers	Zoom	3/9	3/9	W	8:30 AM-4:30 PM	Mariaelena Welch
66891	PROW	NC005	Critical Thinking	Zoom	3/15	3/15	T	8:30 AM-4:30 PM	Dr. Eric Zackrison
67053	PROW	NC017	Change is the new Constant	Zoom	3/16	3/16	W	8:30 AM-4:30 PM	Linda Croyle
66906	PROW	NC044	Assertive Communication	Zoom	3/17	3/17	R	8:30 AM-4:30 PM	Dr. Eric Zackrison
66852	COMW	NC002	Applying an Equity Mindset	FULLY ONLINE	3/28	5/7		Fully Online	Dr. Carrie Hutchinson
66895	PROW	NC014	Motivating Yourself and Others	Zoom	3/29	3/29	T	8:30 AM-4:30 PM	Trevor Kasmar
66908	PROW	NC051	Secrets of a Great Employee	FTF Wake 28	3/30	3/30	W	8:30 AM-4:30 PM	Jennifer Brown
66801	ACTV	NC102	Intro to Accounting Basics 2	Zoom	3/30	4/20	W	5:00 PM-8:00 PM	Pending Staff
67056	PROW	NC028	Championing Diversity	Zoom	3/31	3/31	R	8:30 AM-4:30 PM	Linda Croyle
66799	ACTV	NC003	Year End Procedures	FTF Wake 05	4/2	4/23	S	9:00 AM-1:00 PM	Carolyn Terry
68178	PROW	NC021	Coaching Skills	Zoom	4/5	4/5	T	8:30 AM-4:30 PM	Trevor Kasmar
66903	PROW	NC035	Workplace Politics	FTF Wake 28	4/6	4/6	W	8:30 AM-4:30 PM	Linda Croyle
66899	PROW	NC025	Resolving. Differ. in the Workplace	FTF Wake 28	4/7	4/7	R	8:30 AM-4:30 PM	Dr. Eric Zackrison
66894	PROW	NC012	Supervisory Skills	FTF Wake 28	4/12	4/12	T	8:30 AM-4:30 PM	Dr. Eric Zackrison
66995	PROW	NC084	Trust and Conflict Resolution	FTF Wake 28	4/13	4/13	W	8:30 AM-4:30 PM	Linda Croyle
67446	PROW	NC068	Professional Etiquette	FTF Wake 28	4/14	4/14	R	8:30 AM-4:30 PM	Linda Croyle
66877	PDW	NC001	Personalized Career Planning	FTF Wake 28/4	4/16	4/23	S	9:00 AM-1:00 PM	Valerie Eurman
67555	PROW	NC038	Increasing Productivity	FTF Wake 28	4/19	4/19	T	8:30 AM-4:30 PM	Jennifer Brown
66951	PROW	NC088	Giving and Receiving Feedback	FTF Wake 28	4/20	4/20	W	8:30 AM-4:30 PM	Linda Croyle
67433	PROW	NC064	Accountability	FTF Wake 28	4/21	4/21	R	8:30 AM-4:30 PM	Dr. Eric Zackrison
66865	LIBW	NC001	Online Research Skills	FTF Wake 05	4/22	4/22	F	8:30 AM-4:30 PM	Michelle Bone
66892	PROW	NC006	Leadership Skills	FTF Wake 28	4/26	4/26	T	8:30 AM-4:30 PM	Trevor Kasmar
68180	PROW	NC033	Managing & Developing People	FTF/UCSB	4/26	4/28	T/R	8:30 AM-4:30 PM	Linda Croyle
66889	PROW	NC003	Time Management	FTF Wake 28	4/28	4/28	R	8:30 AM-4:30 PM	Dr. Eric Zackrison
66866	LIBW	NC002	Research with Infographics	FTF Wake 05	4/29	4/29	F	8:30 AM-4:30 PM	Michelle Bone
66878	PDW	NC002	Strategic Job Search	FTF Wake 04	4/30	5/7	S	9:00 AM-1:00 PM	Janna Mori
66996	PROW	NC085	Resilience in the Workplace	FTF Wake 28	5/3	5/3	T	8:30 AM-4:30 PM	Linda Croyle
67037	PROW	NC011	Process Improvement	FTF Wake 28	5/4	5/4	W	8:30 AM-4:30 PM	Jennifer Brown

## Design

CRN	Dept.	Course	Title	Location	Start	End	Day	Time	Instructor
66867	MATW	NC003	Photoshop	FTF Wake 03	1/14	3/18	F	9:00 AM-11:30 AM	Diana Musacchio
67678	GDPW	NC010	Intro to Adobe Illustrator	Zoom	1/25	3/15	T	9:00 AM-10:45 AM	Pending Staff
66883	PHOW	NC003	Lightroom Classic 1	Zoom	1/25	2/8	T/R	6:00 PM-9:05 PM	Bruce Burkhardt
66879	PHOW	NC001	Digital Cameras, Digital Photo	FTF Wake 03	1/26	2/16	W	9:00 AM-11:20 AM	Chuck Place
66884	PHOW	NC004	Lightroom Classic 2	Zoom	2/10	2/24	T/R	6:00 PM-9:05 PM	Bruce Burkhardt
67332	GDPW	NC001	Digital Design Techniques	FTF Wake 03	2/25	4/29	F	1:30 PM-4:00 PM	Diana Musacchio
67553	DRFW	NC001	Introduction to 3D Printing	FTF Main Camp OE 16	2/26	3/19	S	9:00 AM-1:00 PM	Armando Arias del Cid
66885	PHOW	NC005	Lightroom Classic 3	Zoom	3/1	3/15	T/R	6:00 PM-9:05 PM	Bruce Burkhardt
67550	GDPW	NC041	Producing a Digital Newsletter	FTF Wake 03	3/29	4/5	T	9:00 AM-12:50 PM	Pending Staff
66881	PHOW	NC002	Photoshop for Digital Photos	Zoom	3/29	4/28	T/R	5:30 PM-7:45 PM	Bruce Burkhardt
67552	GDPW	NC052	Preparing Digital Images	FTF Wake 03	3/30	4/13	W	9:00 AM-11:30 AM	Chuck Place
66864	GDPW	NC010	Intro to Adobe Illustrator	FTF Wake 03	4/1	5/6	F	9:00 AM-12:45 PM	Diana Musacchio
67554	DRFW	NC002	Product Design Workshop	FTF Main Camp OE16	4/2	4/23	S	9:00 AM-1:00 PM	Armando Arias del Cid
66945	GDPW	NC005	Photoshop Overview	Zoom	4/2	4/16	S	9:00 AM-12:15 PM	Bruce Burkhardt
67551	GDPW	NC042	Producing a Digital Magazine	FTF Wake 03	4/12	4/19	T	9:00 AM-12:50 PM	Pending Staff



# Spring 2022

1/10-5/7

## Technology

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CRN	Dept.	Course	Title	Location/Format		Date	Day	Times	Instructor
66413	CISV	NC003	Install and Conf. Win Server	FULLY ONLINE		1/10	3/5		Jose Cardenas
66838	CMPW	NC63A	MS Excel 1	Zoom		1/11	1/20	T/R	Vince Wong
67532	CMPW	NC73A	MS Publisher 1	FTF Wake 04		1/14	2/4	F	Pending Staff
66952	CMPW	NC58A	MS Outlook 1	FTF Wake 04		1/26	2/16	W	Eric Jackson
67530	CMPW	NC031	Intro to Mac OS Level 1	FTF Wake 03		1/26	3/2	W	Diana Musacchio
67534	CMPW	NC037	Living the iLife	FTF Wake 03		1/26	3/16	W	Diana Musacchio
66831	CMPW	NC55A	MS PowerPoint 1	FTF Wake 04		1/29	2/12	S	Eric Jackson
66840	CMPW	NC63B	MS Excel 2	Zoom		2/1	2/10	T/R	Vince Wong
66825	CMPW	NC51A	MS Word 1	FTF Wake 04		2/1	2/8	T/R	Pending Staff
67529	CMPW	NC012	Maximize Perform/Google Drive	FTF Wake 04		2/8	3/15	T	Norma Egli
66847	CMPW	NC83A	MS Access 1	FTF Wake 04		2/10	3/3	R	Norma Egli
66808	CMPW	NC014	Facebook for Business	Zoom		2/11	2/11	F	Dr. BilliJo Starr
66827	CMPW	NC51B	MS Word 2	FTF Wake 04		2/15	2/24	T/R	Pending Staff
66842	CMPW	NC63C	MS Excel 3	Zoom		2/22	3/3	T/R	Vince Wong
66834	CMPW	NC58B	MS Outlook 2	FTF Wake 04		2/23	3/16	W	Eric Jackson
67558	CMPW	NC042	Photos for the Internet/Email	FTF Wake 03		2/23	3/16	W	Chuck Place
66810	CMPW	NC016	Pinterest/Instagram Business	Zoom		2/25	2/25	F	Dr. BilliJo Starr
66832	CMPW	NC55B	MS PowerPoint 2	FTF Wake 04		2/26	3/12	S	Eric Jackson
66845	CMPW	NC080	Setting Up A Blog	FTF Wake 03		2/26	3/5	S	Chuck Place
68030	CISV	NC100	Comp Info Tech Fndmtls: Part 1	FULLY ONLINE		2/28	3/20		Esther Frankel
66829	CMPW	NC51C	MS Word 3	FTF Wake 04		3/1	3/10	T/R	Pending Staff
66814	CMPW	NC024	Introduction to Windows	FTF Wake 04		3/7	4/4	M	Norma Egli
66414	CISV	NC004	Administering Windows Server	FULLY ONLINE		3/7	5/7		Jose Cardenas
66826	CMPW	NC51A	MS Word 1	Zoom		3/8	3/17	T/R	Vince Wong
67531	CMPW	NC032	Intro to Mac OS X Level 2	FTF Wake 03		3/9	4/20	W	Diana Musacchio
67526	CMPW	NC83B	MS Access 2: Tables/Queries	FTF Wake 04		3/10	4/7	R	Norma Egli
66812	CMPW	NC018	YouTube for Business	Zoom		3/11	3/11	F	Dr. BilliJo Starr
67514	CMPW	NC55C	MS PowerPoint 3	FTF Wake 04		3/19	4/9	S	Eric Jackson
68031	CISV	NC101	Comp Info Tech Fndmtls: Part 2	ONLINE		3/28	4/17		Esther Frankel
66807	CMPW	NC013	Options Back Up/Protect Data	FTF Wake 04		3/29	4/12	T	Norma Egli
66828	CMPW	NC51B	MS Word 2	Zoom		3/29	4/7	T/R	Vince Wong
66836	CMPW	NC63A	MS Excel 1	FTF Wake 04		3/29	4/7	T/R	Pending Staff
66822	CMPW	NC040	Searching the Web	FTF Wake 04		3/30	4/27	W	Norma Egli
66835	CMPW	NC58C	MS Outlook 3	FTF Wake 04		3/30	4/20	W	Eric Jackson
66809	CMPW	NC015	Twitter for Business	Zoom		4/8	4/8	F	Dr. BilliJo Starr
67533	CNEW	NC103	Keeping a PC Clean/Organized	FTF Wake 04		4/11	5/2	M	Norma Egli
66839	CMPW	NC63B	MS Excel 2	FTF Wake 04		4/12	4/21	T/R	Pending Staff
67527	CMPW	NC83C	MS Access 3: Forms/Reports	FTF Wake 04		4/14	5/5	R	Norma Egli
67528	CMPW	NC011	Best Business Apps	FTF Wake 04		4/19	5/3	T	Norma Egli
66830	CMPW	NC51C	MS Word 3	Zoom		4/19	4/28	R	Vince Wong
66811	CMPW	NC017	LinkedIn for Business	Zoom		4/22	4/22	F	Dr. BilliJo Starr
66841	CMPW	NC63C	MS Excel 3	FTF Wake 04		4/26	5/5	T/R	Pending Staff
67559	CMPW	NC081	Create Compelling Content	FTF Wake 28/04		4/27	5/4	W	Linda Croyle

## Career

CRN	Dept.	Course	Title		Start	Day	Times	Instructor	
66060	EHV	NC104	Advanced Green Gardener	Zoom	1/10	5/7	T/R	6:00 PM-7:25 PM	Oscar Carmona
66858	EHV	NC001	Green Gardener: Module 1	Zoom	1/10	3/7	M	4:30 PM-7:25 PM	Oscar Carmona
66060	EHV	NC104	Advanced Green Gardener	Zoom	1/11	5/5	T/R	5:00 PM-7:25 PM	Oscar Carmona
66802	AHV	NC006	Medical Assistant IB	FTF Wake 14	1/11	2/17	T/R	5:45 PM-9:35 PM	Bette Lee
66859	EHV	NC001	Green Gardener: Module 1	Zoom	1/12	2/23	W	4:30 PM-7:25 PM	Oscar Carmona
66805	AHV	NC020	Personal Care I:Basic Care	FTF Wake 14	2/7	4/6	M/W	5:30 PM-8:00 PM	Marybeth Noggle
66956	CTV	NC011	Intermed Construction Framing	24	2/8	3/1	T	5:00 PM-8:00 PM	James Cunningham
66856	CTV	NC021	Deconstruction and ReUse	FTF Wake 24	2/9	3/16	W	6:00 PM-8:15 PM	Carol Ashley
67272	AHV	NC009	Integrate the Work Environment	FTF Wake 14	2/24	4/14	R	6:00 PM-9:10 PM	Bette Lee
67542	EHV	NC207	Small Scale Food Production 1	Zoom	2/25	3/18	F	4:00 PM-7:00 PM	Oscar Carmona
66861	EHV	NC002	Green Gardener: Module 2	Zoom	3/2	4/20	W	4:30 PM-7:25 PM	Oscar Carmona
66957	CTV	NC012	Intermediate Finish Carpentry	24	3/8	4/5	T	5:00 PM-8:00 PM	James Cunningham
66860	EHV	NC002	Green Gardener: Module 2	Zoom	3/14	5/2	M	4:30 PM-7:25 PM	Oscar Carmona
66855	CTV	NC022	Repurposing and Refurbishing	FTF Wake 24	3/30	5/4	W	6:00 PM-8:15 PM	Carol Ashley
67543	EHV	NC208	Small Scale Food Production 2	Zoom	4/1	4/22	F	4:00 PM-7:00 PM	Oscar Carmona
66806	AHV	NC021	Personal Care Attendant II	FTF Wake 14	4/11	5/4	M/W	5:30 PM-7:55 PM	Marybeth Noggle
68287	EHV	NC010	Ecological Landscape Design 1	FTF Wake 26	4/12	4/21	T/R	5:30 PM-8:00 PM	Daniel Parra Hensel
66853	CTV	NC013	Intermediate Electrical	Hyflex Zoom /Wake	4/12	5/3	T	5:00 PM-8:00 PM	James Cunningham
68299	CAV	NC013	Safe Food Preparation and Serving, Module I	FTF EASTLIB	4/23	4/30	S	9:00 AM-3:30 PM	Julie Hobbins
68289	EHV	NC011	Ecological Landscape Design 2	FTF Wake 26	4/26	5/7	T/R	5:30 PM-8:00 PM	Daniel Parra Hensel

## Bilingual Computer Classes

CRN	Dept.	Course	Title		Start	Day	Times	Instructor	
66911	CMP	NC007	Microsoft Excel (Bilingual)	Zoom	1/10	3/5	M, T, W, R	10:00 AM-11:20 AM	J Cesar Lara Perez
67668	CMP	NC004	Internet and Email/Bilingual	Zoom	1/10	3/5	M, T, W, R	11:30 AM-12:50 PM	Norma Graffius
67669	CMP	NC010	Comp/Skills (Bilingual)	Zoom	1/10	3/5	M, T, W, R	1:00 PM-2:30 PM	Antonietta Solis
66921	CMP	NC006	MS PowerPoint (Bilingual)	Zoom	1/10	3/5	M, T, W, R	2:20 PM-3:45 PM	Araceli Aparisio
66910	CMP	NC008	Microsoft Pub Fund (Bilingual)	Zoom	1/10	3/5	M, T, W, R	5:00 PM-6:20 PM	Raul Uribe
66919	CMP	NC005	Microsoft Word Fund/Bilingual	Zoom	1/10	3/5	M, T, W, R	5:30 PM-6:50 PM	Norma Bahena
67670	MAT	NC004	Fund. of Photoshop (Bilingual)	Zoom	3/7	5/7	M, T, W, R	10:00 AM-11:25 AM	J Cesar Lara Perez
67697	CMP	NC010	Comp/Skills (Bilingual)	FTF Schott 17	3/7	5/7	M, T, W, R	11:30 AM-12:45 PM	Norma Graffius
66913	CMP	NC002	Intro to Computers (Bilingual)	Zoom	3/7	5/7	M, T, W, R	1:00 PM-2:15 PM	Antonietta Solis
66912	CMP	NC007	Microsoft Excel (Bilingual)	Zoom	3/7	5/7	M, T, W, R	2:20 PM-3:35 PM	Araceli Aparisio
67694	CMP	NC004	Internet and Email/Bilingual	Zoom	3/7	5/7	M, T, W, R	5:00 PM-6:15 PM	Norma Bahena
66922	CMP	NC006	MS PowerPoint (Bilingual)	FTF Wake 6	3/7	5/7	M, T, W, R	5:00 PM-6:15 PM	Raul Uribe