West Center Continuing Education – Spring 2016

Tentative schedule of Continuing Education courses offered at the West Center
For more information on these courses, click here.

DATE	DAYS	COURSE	TIME	ROOM
March 25-April 29, 2016	F	Solution Selling II	9 – 11:30a	216
March 25-April 29, 2016	F	Solution Selling I	12:30-3p	216
March 3-10, 2016	TH	Presentation Skills	8:30a –4:30p	217
March 18-25, 2016	F	Customer Service Essentials	1:30-4:30p	217
March 21-June 2, 2016	M,TH	SHRM-CP/SCP Test Prep	6-9:30p	217
March 24-31, 2016	TH	SQL I	8:30a-4:30p	213 Computer Lab
March 22-29, 2016	T	Effective Writing for Business	6-9:30p	217
April 4, 2016	W	Welcome Leadership Certificate Cohort	8:30a-4:30p	216
April 4-May 11, 2016	M, W	Intro to PHP/MySQL	6-9:30p	213 Computer Lab
April 5-May 5, 2016	T, TH	The Java Programming Language	6-9:30p	213 Computer Lab
April 7-14, 2016	TH	Critical Thinking & Problem Solving	8:30a-4:30p	211
April 6, 2016	W	Welcome Leadership Certificate Cohort	8:30a-4:30p	216
April 11-13, 2016	M,T,W	Project Management Essentials	8:30a-4:30p	211
April 14, 2016	TH	Everyday Excel	8:30a-4:30p	213 Computer Lab
April 19-26, 2016	T	Editing Strategies for Success	6-9:30p	211
April 20-27, 2016	W	Critical Conversations	8:30a-4:30p	211
April 21, 2016	TH	SQL II	8:30a-4:30p	213 Computer Lab
May 23-25 2016	M,T,W	PMP Exam Prep	8:30a-4:30p	212
May 4, 2016	W	The Emotionally Intelligent Leader	8:30a-4:30p	216
May 7-14, 2016	Sat.	Mastering the Requirements Process	8:30a-4:30p	216
May 14-June 8, 2016	Sat.	Python Training	8:30a-4:30p	213 Computer Lab
May 9-25, 2016	M,W	Executive Support Professional	6-9:30p	214
May 10, 2016	T	Mastering Excel Formulas & Functions	8:30a-4:30p	213 Computer Lab
May 10, 2016	T	5 Languages of Appreciation	8:30a-4:30p	216
May 11-25, 2016	W	Certified Business Analyst (CBAP)	8:30a-4:30p	217
May 23-25, 2016	M/T/W	Project Management Professional Exam Prep	8:30a-4:30p	212
May 23-25, 2016	M/T/W	Project Management Professional Exam Prep	8:30a-4:30p	216
May 24-June 23, 2016	T, TH	Java SE Certification Prep	6-9:30p	213 Computer Lab
June 8, 2016	W	Influencing Change	8:30a-4:30p	TBA
June 13, 2016	TH	Effective Writing for Business	8:30a-4:30p	TBA
July 23-August 6, 2016	Sat	Developing Use Cases	8:30a-4:30p	TBA
March 3-5, 2016	TH/F/Sat.	ITAC – CGBP Boot Camp	9a-4p	211
March 16, 2016	W	Training and Development Basics: An Introduction	8:30a-4:30p	217
March 29, 2016	T	How Can a Superhero Help Me? How Superhero Play Can Help Abused and Neglected Children	8:45a-4:30p	216
March 30, 2016	W	Needs Assessment & Analysis	8:30a-4:30p	217
April 8-28, 2016	F	Fundamentals of Accelerated Learning	8:30a-4:30p	217
April 9, 2016	Sat.	Clinical Supervision — Find Your Way	9a-12:15p	217
April 20 & April 27, 2016	W	Training Facilitation Skills: Instructional Design and Development	8:30a-4:30p	217
May 3, 2016	T	Promoting Sleep for Better Functioning	8:45a-4:30p	217

DATE	DAYS	COURSE	TIME	ROOM
May 11, 2016	W	Training Facilitation Skills: Program Implementation and Evaluation	8:30a-4:30p	211
May 25, 2016	W	Training Facilitation Skills	8:30a-4:30p	211
May 12-26, 2016	TH	Cleveland State University Diabetes Education Program	8:45a-4:00p	216
June 8, 2016	W	Creative Training Activities	TBA	TBA
June 13 and July 1, 2016	M	Online Learning	TBA	TBA
July 12, 2016	T	Bibliotherapy: Using Books to help Children Heal	8:45a-4:30p	217

Classes available are current as of 02/04/16. Please check back for cancellations.