

Flexible Learning Options

Education that fits
your busy schedule!



Self-Paced Computer Lab

Lab Hours:

Tuesday and Thursdays: 6:00-8:00 PM
June 1–August 5

| Class# | Class Title | Catalog # |
|--------|------------------------------|------------|
| 52226 | Keyboarding Speed Building 1 | 10-106-107 |
| 52227 | Keyboarding Speed Building 2 | 10-106-112 |
| 52228 | Keyboarding | 10-106-145 |
| 52230 | Micro: Access Intro | 10-103-141 |
| 52233 | Micro: Access Part 2 | 10-103-142 |
| 52234 | Micro: Excel-Intro | 10-103-131 |
| 52235 | Micro: Excel Part 2 | 10-103-132 |
| 52236 | Micro: Expression Web | 10-103-163 |
| 52237 | Micro: Outlook | 10-103-160 |
| 52238 | Micro: PowerPoint Intro | 10-103-151 |
| 52239 | Micro: Publication Software | 10-103-165 |
| 52225 | Micro: Windows Intro | 10-103-111 |
| 52240 | Micro: Word Intro | 10-103-121 |
| 52241 | Micro: Word Part 2 | 10-103-122 |

Earn college credit. Students work at their own pace. In some cases, attendance is required. Not sure this mode is for you? Give us a call and we can help you decide!

Software Certificate-Level 1 and Level 2

The courses listed above can be completed to earn Software Certificates. If you are interested in finding out more about these and other certificates, Contact Donna Meves at (800) 422-6982 ext.6872



NIAGARA REGIONAL CENTER



Serving Florence and Northern Marinette Counties

705 Washington Avenue, Niagara, Wisconsin

Now you can get your college degree closer to home!

The Niagara Regional Center offers a variety of programs and certificates as well as personal enrichment classes.

For more information call us toll free:

(866) 528-5883

Open Registration begins April 14th

**Business Management
Summer 2010**



Business Management- Summer Semester 2010

The Business Management Program prepares students for a career as a manager, management trainee, operations assistant or to successfully manage their own business. The training provides learners with a broad background in business management and prepares the graduate to make sound business decisions with specific skills in finance and business decision making, marketing, supply chain management, human resource management, supervision, and office management in a wide spectrum of industries.

| CLASS # | CLASS TITLE | CATALOG # | MODE | DATES | DAY | TIME | LOCATION | CREDITS |
|---------|-------------------------------|------------|------|-------------|-----|---------------|-------------------------|---------|
| 51899 | Supervisors-Personal Skills | 10-196-164 | VA | 06/04-07/09 | F | 08:30a-05:00p | Niagara Regional Center | 3 |
| 51676 | Economics | 10-809-195 | VA | 06/07-08/02 | M | 08:30a-12:30p | Niagara Regional Center | 3 |
| 51696 | Selling Principles | 10-104-101 | VA | 06/07-07/19 | M | 01:00-05:00p | Niagara Regional Center | 3 |
| 51668 | Math w Business Apps | 10-804-123 | VA | 06/07-08/02 | M | 01:00-05:00p | Niagara Regional Center | 3 |
| 51715 | Marketing Principles | 10-104-110 | VA | 06/07-07/19 | M | 05:30-09:30p | Niagara Regional Center | 3 |
| 51690 | Business Intro | 10-102-158 | VA | 06/08-07/13 | T | 01:00-05:00p | Niagara Regional Center | 3 |
| 52065 | Race Ethnic & Diversity | 10-809-172 | VC | 06/08-08/03 | TR | 05:30-08:30p | Niagara Regional Center | 3 |
| 51684 | Law-Business | 10-102-150 | VA | 06/08-07/13 | T | 05:30-09:30p | Niagara Regional Center | 3 |
| 51731 | Speech | 10-801-198 | VA | 06/09-07/28 | W | 05:30-09:30p | Niagara Regional Center | 3 |
| 52141 | Think Critically & Creatively | 10-809-103 | VA | 06/10-07/29 | R | 08:30a-12:30p | Niagara Regional Center | 3 |
| 52072 | Intro to Psychology | 10-809-198 | B | 06/10-07/29 | R | 01:00-05:00p | Niagara Regional Center | 3 |
| 52149 | Customer Service Management | 10-104-191 | VA | 06/10-07/15 | R | 05:30-09:30p | Niagara Regional Center | 3 |

Mode Key: B - Blended VA - Video Conference Accelerated VC - Video Conference IA - Interactive Accelerated P - In Person

For more information or to register for these classes, call the Niagara Regional Center toll free: (866) 528-5883
or visit our website at WWW.NWTC.EDU