

Do you need new skills – or an exciting new career?

Check out these **SHORT COURSES**, starting soon & close to home!

Class #	Title	Start-End	Day/s	Time	Credit	Mode	Location
21133	Oral/Interpersonal Comm	3/25-5/13	R	8:30 a.m. - 12:30 p.m.	3	VA	Niagara
23076	Business-Intro	3/26-4/30	F	8:30 a.m. - 12:30 p.m.	3	VA	Niagara
21354	Accounting-Payroll	4/5-5/17	M	5:00 p.m. - 10:00 p.m.	3	IA	Niagara
22004	Legal Issues-Supervisors	4/9-5/14	F	8:30 a.m. - 12:30 p.m.	3	VA	Niagara
22039	Diversity in the Workplace	4/9-5/14	F	1:00 p.m. - 5:00 p.m.	3	VA	Niagara
23500	Project Management	4/9-5/14	F	1:00 p.m. - 5:00 p.m.	3	VA	Niagara
22227	Supervisors-Personal Skills	4/13-5/18	T	5:30 p.m. - 9:30 p.m.	3	IA	Niagara
22048	Team Building/Prob Solve	4/14-5/19	W	5:30 p.m. - 9:30 p.m.	3	VA	Niagara
22025	Organizational Development	4/17-5/22	S	8:30 a.m. - 12:30 p.m.	3	VA	Niagara
23719	PC: Internet-Overview	3/30-4/13	T	9:00 a.m. - 11:15 a.m.		P	Niagara
23722	Computer: Digital Cameras	4/6-5/11	T	2:00 p.m. - 4:10 p.m.		P	Florence
23759	CPR Refr-Healthcare Provider	4/17	S	9:00 a.m. - 1:00 p.m.		P	Niagara
23727	PC: Web Page Development	4/20-5/11	T	9:00 a.m. - 11:40 a.m.		P	Niagara
23771	Heartsaver First Aid	4/24	S	9:00 a.m. - 1:00 p.m.		P	Niagara
23711	PC: Intro	4/28-5/12	W	2:00 p.m. - 4:15 p.m.		P	Florence
23769	CPR Heartsaver AED Refresher	5/1	S	9:00 a.m. - 1:00 p.m.		P	Niagara
23725	PC: Excel 2007-Overview	5/3-5/17	M	9:00 a.m. - 11:15 a.m.		P	Niagara
23767	CPR Heartsaver AED	5/8	S	9:00 a.m. - 1:00 p.m.		P	Niagara

Mode Key: IA=Interactive Television/Accelerated, P= In Person, VA=Video Accelerated