

FALL 2015

# CENTERfor CORPORATE andPROFESSIONAL DEVELOPMENT training



American Sign Language for the Workplace,  
Manufacturing Production Technician,  
Airframe & Production Test Prep  
and much more!



Go here.  
Get there.

[pensacolastate.edu/CCPD](http://pensacolastate.edu/CCPD)

Summer fun has ended and it is time to tumble into fall. As you begin the new academic year, look to Pensacola State College Center for Corporate and Professional Development Training to provide services to assist your organization with professional development for your staff. Also, the center offers non-credit professional development open enrollment courses for our local community.



Some of the new course offerings include:

- *American Sign Language for the Workplace*
- *Airframe and Powerplant Test Prep (A&P)*
- *Boat Captains' License (OUPV or "6 Pack")*
- *Manufacturing Production Technician*
- *SHRM-CP/SCP Certification Exam Review*
- *What's My Communication Style?*

**Start your journey to learning great leadership skills by taking one of our courses!**

Leadership Skills: Development Dimensions International Leadership (DDI) courses focus on skills that leaders need to enhance collaboration, as well as grow and develop their team.

*"If your actions inspire others to dream more, learn more, do more and become more, you are a leader."* —John Quincy Adams

**Your Leadership Journey** is a foundation course that prepares new or prospective leaders.

**Communicating for Leadership Success** is a foundation course that introduces leaders to the essential interaction skills that are necessary for leadership success.

**Stepping Up!**

*"There are two types of people who will tell you that you cannot make a difference in this world: those who are afraid to try and those who are afraid you will succeed."* —Ray Goforth

As you develop your action plan for the new academic year, take a look at our course schedule to see the various types of classes offered that may assist with enhancing current skills, establishing new skills, or maintaining licenses and certifications.

**Are you an employer?** We offer customized training, with flexible scheduling, and can conduct classes on-site or at our location. Investing in your employees can pay high dividends by improving customer service skills, workplace skills, and workplace productivity. Keep up the momentum by engaging staff with new ideas and real-world scenarios.

*"The only place where success comes before work is in the dictionary."* —Vidal Sassoon

We want to be the impetus that drives your business to success. Enroll today!

Ruth McKinon  
Coordinator, Corporate and Professional Training

**PENSACOLA STATE LOCATIONS**

- DTC** – Downtown Center, 418 W. Garden St., Pensacola
- MIL** – Milton campus, 5988 Hwy. 90
- PEN** – Pensacola campus, 1000 College Blvd.
- SSRC** – South Santa Rosa Center, 5075 Gulf Breeze Pkwy.
- WAR** – Warrington campus, 5555 W. Hwy. 98

**DAYS LEGEND**

- M** – Monday
- T** – Tuesday
- W** – Wednesday
- R** – Thursday
- F** – Friday
- Sa** – Saturday
- S** – Sunday

The mission of the Department of Workforce and Economic Development is to assist in the economic and workforce development efforts by coordinating college and community resources to attract, retain and grow economic entities and to be the primary resource for quality continuing workforce education and professional training programs for business, government and industry.

**BUSINESS**

- Accounting Skills ..... 3
- Online Accounting Courses ..... 3
- Business Writing ..... 3
- Online Business Writing Courses ..... 3
- Online Grant Writing Courses ..... 3
- Online Entrepreneurial Courses ..... 4

**COMPUTER SKILLS/CERTIFICATION**

- Beginning Programs ..... 5
- Database Design Management Courses ..... 5
- Online Database Management Courses ..... 6
- Desktop Applications ..... 6
- Online Desktop Application Courses ..... 7
- Online Programming Courses ..... 7
- Online Technical Certification Training ..... 7
- Online Web Page Design Courses ..... 8

**CONTINUING PROFESSIONAL EDUCATION**

- Health ..... 8
- Contractors ..... 9
- Safety ..... 10
- Online Safety Courses ..... 10
- Insurance ..... 10
- Online Insurance Courses ..... 11
- Real Estate ..... 11
- Online Real Estate Courses ..... 11
- SHRM/Human Resources Training ..... 12
- Trade & Industrial ..... 12

**ORGANIZATIONAL EFFECTIVENESS**

- Leadership Development ..... 13
- Online Leadership Development Courses ..... 13
- Online Teacher Training ..... 14
- Online Occupational Spanish ..... 15
- Online Courses for Workplace Skills ..... 15
- NEW Courses Offered Spring 2015 ..... 17

**REGISTRATION INFORMATION ..... 18**

**Ruth McKinon**

Coordinator, Corporate and Professional Training  
rmckinon@pensacolastate.edu

**Paula Poole**

Administrative Assistant • ppool@pensacolastate.edu

**Office Phone: (850) 484-1374**  
**Office Email: dtcreg@pensacolastate.edu**

## STAYING WELL WITH HEALTHY SNACKS



*With a modern, hectic lifestyle, you seldom have time to eat the right foods in the right proportions. You try to avoid binging, but end up cheating on your diet because it is way too monotonous. Well, what if you found out you could binge on healthy snacks!*

**A healthy snack is one which contains a variety of foods from each of the five food groups.** A little bit of protein, a couple of vitamins, carbohydrates – which you can avoid if you choose – some minerals and a tiny binge to indulge your sweet tooth.

Including all these food varieties in your healthy snack list will guarantee you a nutritious, well balanced and interesting meal that provides adequate nutrition while keeping health problems like diabetes, cancer, hypertension, cholesterol and cardiovascular diseases at bay.

So what can you include in your perfect healthy snack list to shed a few pounds while also indulging your taste buds?

### **Start with fruits**

Make fruits your best friends. Include them in your daily healthy snack plans. Mix a fruit of your choice with a cereal of your choice. As far as possible, eat the whole fruit rather than juices or pulps. A bowl of mixed fruit doubles as a healthy snack and a bowl of dessert. Add nuts to the cereals or snack on them separately if you please.

### **Veggies and more**

If you are looking for a snack on the run, it is good idea to have carrots and celery sticks. If you crave soups, there are a host of vegetables that make a nutritious soup. Put salad veggies on whole





**(STAYING WELL CONT.)**

grain breads when you crave a sandwich. Also don't forget to include oats - they are great sources of belly fat reducers.

Including proteins in your healthy snack list is as vital as including any other foods. You can include small amounts of soya stir fried with veggies or you could use soya spreads and gain your daily dose of healthy, comfortable food-stuff.

As Americans, we have a special place for mayonnaise and peanut butter in our hearts. Spread some soya mayonnaise (which tastes equally appetizing) on your whole wheat bread and add some of your favorite salads in the mayo mix for a healthy sandwich.

To complete your healthy snack list, choose crackers packed with vital nutrients such as oats, barley, wheat and corn. You can have as many as three healthy crackers a day.

The healthy snack list is your passport to detoxify all the acids building up in the body and cleanse your system by eating right. You could binge on these without the repercussions of going on a guilt trip over extra calories. The most important step to a healthier life is the change to a healthy diet.

Author Josef Bichler has a passion for wellness and showing others how to live healthy lives. ■

“Including all these food varieties in your healthy snack list will guarantee you a nutritious, well balanced and interesting meal that provides adequate nutrition while keeping health problems like diabetes, cancer, hypertension, cholesterol and cardiovascular diseases at bay.”



## ACCOUNTING SKILLS

### QuickBooks 101

Course: W00845 (16 hours)

This course takes students step-by-step from QuickBooks set-up to billing, payroll and customizing invoices and forms.

9143 9/29 – 10/8 8:30 a.m.– 12:30 p.m. TR DTC 409 \$155

### QuickBooks and Payroll

Course: W00491 (4 hours)

This course teaches students how to set up payroll, issue paychecks, make payroll deposits, and complete quarterly payroll tax returns in this advanced QuickBooks seminar.

9137 11/5 8:30 a.m.– 12:30 p.m. R DTC 410 \$69

### Advanced QuickBooks

Course: W00846 (16 hours)

Topics covered in this course include financial data, setting up inventory, tracing and paying sales tax, doing payroll with QuickBooks Tracking Time and customizing forms and writing QuickBooks letters.

9144 11/10 – 11/19 8:30 a.m.– 12:30 p.m. TR DTC 409 \$155

## ONLINE COURSES – ACCOUNTING

### Certified Bookkeeper Program

Course: W01187 (140 hours) Gatlin Education

This online program was created by the American Institute of Professional Bookkeepers (AIPB) to prepare experienced bookkeepers for the certification exam at any Prometric Test Center.

9111 Open Enrollment \$1,995

### Chartered Tax Professional

Course: W00721 (180 hours) Gatlin Education

After successfully completing the first course in the CTP certificate program, you will be qualified to prepare individual tax returns for almost all U.S. taxpayers and also have the tax knowledge to successfully pass the IRS Competency Exam.

9038 Open Enrollment \$1,895

## BUSINESS WRITING

### Business Grammar Workshop

Course: W01210 (10 hours)

Students of this course learn how to use grammar effectively within their organizations. Students will learn to write effective sentences by identifying sentence elements, correctly using phrases and clauses, and understanding sentence classifications.

9151 9/21 – 9/28 8:30 a.m.– 1:30 p.m. M DTC \$125

### Business Writing Workshop

Course: W01211 (10 hours)

Students will learn how to improve grammar, word usage, punctuation, write easy-to-understand letters and memos, avoid wordiness and jargon, make compelling written arguments and develop effective proofreading skills.

9152 11/2 – 11/9 8:30 a.m.– 1:30 p.m. M DTC \$125

## ONLINE COURSES – BUSINESS WRITING

### Effective Business Writing

Course: W00999 (24 hours) Ed2Go

Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end.

9065 Open Enrollment \$105

### Fundamentals of Technical Writing

Course: W00991 (24 hours) Ed2Go

Learn the skills you need to succeed in the well-paying field of technical writing.

9060 Open Enrollment \$105

### Introduction to Internet Writing Markets

Course: W01028 (24 hours) Ed2Go

Whether you're just taking your first steps toward that dream of getting published, or you have a dozen books to your credit, this course will show you how you can start earning income on the Web right away.

9077 Open Enrollment \$105

### Resume Writing Workshop

Course: W01106 (24 hours) Ed2Go

Discover the secret to transforming your tired, boring resume into a powerful tool that will get you interviews.

9104 Open Enrollment \$105

### Writing Essentials

Course: W01102 (24 hours) Ed2Go

Master the essentials of writing so you can excel at business communications, express yourself clearly online, and take your creative literary talents to a new level.

9100 Open Enrollment \$105

## ONLINE COURSES – GRANT WRITING

### A to Z Grant Writing

Course: W01031 (24 hours) Ed2Go

Learn how to raise needed funds by discovering how and where to look for potential funders who are a good match for your organization.

9079 Open Enrollment \$105

### Becoming a Grant Writing Consultant

Course: W00989 (24 hours) Ed2Go

Learn how you can use a basic knowledge of grant or proposal writing to become an expert in the grant consulting field.

9058 Open Enrollment \$105

### Advanced Grant Proposal Writing

Course: W01103 (24 hours) Ed2Go

Gain a full understanding of the criteria funders use to determine whether your grant proposal gets funded or rejected.

9101 Open Enrollment \$105

## Get Grants

Course: W01044 (24 hours) Ed2Go

This course will give you the skills you will need to prepare professional, competitive, and compelling grant proposals. You will understand what funding agencies are looking for and how best to approach them.

9086 Open Enrollment \$105

## Writing Effective Grant Proposals

Course: W01105 (24 hours) Ed2Go

Learn to prepare grant proposals that get solid results for your favorite organization or charity.

9103 Open Enrollment \$105



## ONLINE COURSES – ENTREPRENEURIAL DEVELOPMENT

### Creating a Successful Business Plan

Course: W00990 (24 hours) Ed2Go

Turn your business ideas into a solid plan for financing and long-term success.

9059 Open Enrollment \$105

### High Speed Project Management

Course: W01003 (24 hours) Ed2Go

Learn to deal with the realities of managing projects at supersonic speeds despite truncated timelines, inadequate staffing, and skimpy budgets.

9027 Open Enrollment \$105

### Introduction to Nonprofit Management

Course: W01013 (24 hours) Ed2Go

Develop the skills and strategies you need to become an integral part of one of America's fastest growing service sectors.

9072 Open Enrollment \$105

### Interior Design, Introduction

Course: W01122 (24 hours) Ed2Go

Explore a career in interior design as you learn how to transform any room into a beautiful and functional space.

9109 Open Enrollment \$105

## Marketing Your Business on the Internet

Course: W01016 (24 hours) Ed2Go

Find out how you can affordably market your business on the Internet from an e-commerce expert. In this practical, hands-on course, you will learn little understood secrets about the types of businesses that thrive on the Web.

9074 Open Enrollment \$105

## Mastery of Business Fundamentals

Course: W00996 (24 hours) Ed2Go

Acquire practical experience in strategic planning, management, and finance without enrolling in an MBA program.

9063 Open Enrollment \$105

## Nonprofit Fundraising Essentials

Course: W01116 (24 hours) Ed2Go

Learn the basics of fundraising for nonprofit organizations, from annual and special fund drives to more advanced projects involving corporate and foundation relations, major gifts, and planned giving.

9108 Open Enrollment \$105

## Project Management Fundamentals

Course: W01021 (24 hours) Ed2Go

This course and its follow-up (Project Management Applications) also include essential information that will help you prepare for the Project Management Professional (PMP®) and the Certified Associate in Project Management (CAPM®) exams offered by the Project Management Institute (PMI®).

9075 Open Enrollment \$105

## Project Management Applications

Course: W01039 (24 hours) Ed2Go

9085 Open Enrollment \$105

## Project Management Certification Prep

Course: W00769 (56 hours)

This course was developed and is conducted by a Registered Education Provider of the Project Management Institute. It is registered with PMI as a 56-hour course, surpassing their 35-hour requirement, and pre-approved by PMI to prepare students for certification as Project Management Professionals. Please visit [www.thecourse-pm.com](http://www.thecourse-pm.com) for information.

9175 Open Enrollment \$895

## Project Management Professional Certification Exam Prep 1

Course: W01052 (24 hours) Ed2Go

This course, the first part of a two-course series, will demystify the PMBOK® Guide, including relationships between inputs, tools and techniques, and outputs. The course will also bring clarity to such topics as precedence diagramming, estimating, and scope management.

9089 Open Enrollment \$138

## Project Management Professional Certification Exam Prep 2

Course: W01053 (24 hours) Ed2Go

In this course, the second part of our two-part certification preparation series, your instructor will continue to demystify the PMBOK® Guide, including relationships between inputs, tools and techniques, and outputs. You will also gain a strong understanding of such topics as earned value management, risk management, simulation, sensitivity analysis, and make-or-buy analysis.

9090 Open Enrollment \$138

## Residential Interior Designer

Course: W01100 (100 hours) Gatlin Education

This program will give you the basic skills and background you need to start working as a home interior designer. You will explore the cornerstones of good design, discover how to plan both visually appealing and functional spaces, and learn how interior design has evolved throughout history.

9028 Open Enrollment \$1,995

## Start and Operate Your Own Home-Based Business

Course: W01004 (24 hours) Ed2Go

An experienced entrepreneur teaches you how to develop the motivation, discipline, and creativity to quit your job and be your own boss.

9067 Open Enrollment \$105

## Start Your Own Small Business

Course: W01037 (24 hours) Ed2Go

Learn how to take your dream of starting a business and put it into action. In this class, you will learn everything you need to know about starting a business.

9083 Open Enrollment \$105

## Twelve Steps to a Successful Job Search

Course: W01024 (24 hours) Ed2Go

World-renowned author and career advisor shows you how to get the job you want quickly and easily and in any economy.

9076 Open Enrollment \$105

## Wedding Planner

Course: W00638 (300 hours) Gatlin Education

Prepare for a career in wedding planning by mastering the fundamentals of planning, orchestrating, and delivering “wow” weddings and parties. This program allows you to earn your certification as a professional wedding planner—and you will even have an opportunity to put your new skills to work in an optional internship!

9014 Open Enrollment \$1,395

# computer skills/certification

## BEGINNING PROGRAMS

### Beginning Course in Computers – Windows 8

Course: W01315 (12 hours)

This course provides knowledge and skills for operating in the Windows 8.1 environment. Participants learn to navigate the Start screen and traditional Windows Desktop. They also learn to work the Charms Bar, Tile Apps, access Desktop Applications, Create Folders, customize various settings and add hardware.

9161	9/28–9/30	8:30 a.m. – 3:30 p.m.	MW	DTC	409	\$135
9162	10/19 – 10/26	5:00 p.m. – 9:00 p.m.	MR	DTC	410	\$135

### Keyboarding

W01316 (24 hours) Ed2Go

Using Keyboarding Pro's built-in word processor, you'll learn how to create, edit, and save word processing documents. As you improve your typing speed and accuracy, you will use the word processor's timed writing feature to continually hone your skills.

9118 Open Enrollment \$105

## DATABASE DESIGN MANAGEMENT

### Microsoft Access 2013, Level I

Course: W01291 (10 hours)

After an introduction to database concepts and the Access environment and Help systems, students will learn how to design and create databases. They will work with tables, fields, and records; sort and filter data; and set field properties and data entry rules. Students will then learn to create queries, forms, and reports

9157 10/12 - 10/14 8:30 a.m. – 1:30 p.m. MW DTC 409 \$125

### SQL, Introduction

Course: W01012 (24 hours) Ed2Go

Learn the key concepts of Structured Query Language (SQL) and gain a solid working knowledge of this powerful and universal database programming language. You'll learn the basic structure of relational databases, how to read and write simple and complex SQL statements, and advanced data manipulation techniques.

9071 Open Enrollment \$105

### SQL, Intermediate

Course: W01093 (24 hours) Ed2Go

9099 Open Enrollment \$105

### Web Applications Developer

Course: W01186 (267 hours) Gatlin Education

Whether you're new to web development or want to enhance your skills, this program will give you the knowledge you need to create dynamic database-driven websites using the latest technologies. You will master basic HTML (the core technology behind almost all websites), learn CSS for designing pages, and discover how to make your pages more dynamic with JavaScript.

9020 Open Enrollment \$2,395





## ONLINE COURSES – DATABASE MANAGEMENT

### Database Development, Introduction

Course: W01009 (24 hours) Ed2Go

An experienced professional guides you through a structured approach to database design and development.

9070 Open Enrollment \$105

### Oracle, Introduction

Course: W01030 (24 hours) Ed2Go

Learn how to use the Oracle database management system to plan, organize, and manage your data. This course will introduce you to the Structured Query Language (SQL), Oracle's SQL\*Plus, and other valuable tools used to develop, manage, and reference an Oracle database. You will learn how to create an Oracle database, build various database objects for the database, and write simple SQL statements that access the data from the database.

9078 Open Enrollment \$105

### Oracle, Intermediate

Course: W01092 (24 hours) Ed2Go

9098 Open Enrollment \$105

## DESKTOP APPLICATIONS

### Microsoft Excel 2010, Level I

Course: W01139 (10 hours)

Students will learn how to use the Help system and navigate worksheets and workbooks. Then they will enter and edit text, values, formulas, and pictures, and they will save workbooks in various formats. Students will also move and copy data, learn about absolute and relative references, and work with ranges, rows, and columns. This course also covers simple functions, basic formatting techniques, and printing.

9147 10/5 – 10/7 8:30 a.m. – 1:30 p.m. MW DTC 409 \$125

### Microsoft Excel 2013, Level I

Course: W01292 (10 hours)

Students will learn how to use the Help system and navigate worksheets and workbooks. Then they will enter and edit text, values, formulas, and pictures, and they will save workbooks in various formats. Students will also move and copy data, learn about absolute and relative references, and work with ranges, rows, and columns. This course also covers simple functions, basic formatting techniques, and printing.

9158 10/20 – 10/22 12:00 p.m. – 5:00 p.m. TR DTC 409 \$125

9159 11/30 – 12/1 4:00 p.m. – 9:00 p.m. MT DTC 409 \$125

### Excel Functions and Formulas

Course: W00490 (4 hours)

Students will learn how to use spreadsheet functions not usually covered in other courses such as date, financial, logical, lookup, math, statistical and text.

9136 10/1 5:00 p.m. – 9:00 p.m. R DTC 409 \$69

9135 11/3 1:00 p.m. – 5:00 p.m. T DTC 409 \$69

### Basic Photoshop CS6

Course: W01279 (16 hours)

Students will modify digital images to add creative effects and repair defects. After completion, students will be able to use Photoshop CS6 to make selections, create and transform layers, apply image adjustments, retouch and repair photographs, resize images, and use Adobe Bridge to view and organize files.

9154 11/16 – 11/19 5:00 p.m. – 9:00 p.m. MTWR DTC 409 \$165

### Excel: Working with Data Tables, PivotTables and Analyzing Data

Course: W01332 (3.5 hours)

In this workshop students will learn how to easily find, organize and analyze information by creating tables. They will learn how to use PivotTables to group or expand levels of data, switch columns and rows, filter and sort. We will teach how to use tools for creating multiple worksheet scenarios, using Goal Seek and Solver tools to perform what-if analysis, and organizing the data by subtotaling, outlining, or consolidating. This course is for those with a good working knowledge and understanding on how to use Microsoft Excel worksheets.

9164 11/3 8:30 am – 12:00 pm T DTC 409 \$39

### Microsoft Excel 2013, Level II

Course: W01333 (12 hours)

Students will learn how to use multiple worksheets and workbooks efficiently, and will work with more advanced formatting options including styles, themes, and backgrounds. They will also learn how to create outlines and subtotals, how to create and apply cell names, and how to work with tables. Students will save workbooks as Web pages, insert and edit hyperlinks, and learn to share workbooks by email. This course also covers advanced charting techniques, use of trendlines and sparklines, worksheet auditing and protection, file sharing and merging, and workbook templates.

9165 11/2 – 11/4 8:30 a.m. – 3:30 p.m. MW DTC 409 \$140

9166 12/8 – 12/10 8:30 a.m. – 3:30 p.m. TR DTC 409 \$140

### Microsoft Word 2013, Level I

Course: W01293 (12 hours)

After an introduction to Word's window components, students will learn how to use the Help system and navigate documents. They will enter and edit text, create and save documents, and learn how to enhance the appearance of a document by using various formatting options. Students will also create tables, insert headers and footers, proof and print documents, and insert graphics.

9160 10/2 – 10/16 8:30 a.m. – 12:30 p.m. F DTC 409 \$140

### Microsoft Word 2013, Level II

Course: W01352 (12 hours)

The course is an intermediate level course designed for students who have basic knowledge of Microsoft Word. Course content includes how to create newsletter columns, how to use WordArt and clip art, document themes, styles and picture editing, as well as Mail Merge. Students will also learn how to create and modify footnotes, endnotes, headers, footers, table of contents, indexes and templates.

9178 12/2 – 12/4 8:30 a.m. – 12:30 p.m. WRF DTC 409 \$140

### Microsoft PowerPoint 2013, Level II

Course: W01357

The course is an intermediate level course designed for students who have basic knowledge of Microsoft Word. Course content includes how to create newsletter columns, how to use WordArt and clip art, document themes, styles and picture editing, as well as Mail Merge. Students will also learn how to create and modify footnotes, endnotes, headers, footers, table of contents, indexes and templates.

9174 10/19 – 10/23 12:00 p.m. – 4:00 p.m. MWF DTC 409 \$140

## ONLINE COURSES – DESKTOP APPLICATION

### Computer Skills for the Workplace

Course: W01001 (24 hours) Ed2Go

This course is designed to provide the fundamental computer competencies needed to survive and prosper in today's fast-changing workplace. You will learn how to implement the powers of modern office software to work faster and more efficiently. We will focus on practical application for software most common to the workplace.

9066 Open Enrollment \$105

### Microsoft Excel 2007, Intermediate

Course: W01035 (24 hours) Ed2Go

9081 Open Enrollment \$105

### Microsoft Project 2007, Introduction

Course: W01014 (24 hours) Ed2Go

9073 Open Enrollment \$105

## ONLINE COURSES – PROGRAMMING

### C++ Programming, Introduction

Course: W00997 (24 hours) Ed2Go

In this course, you will see how the world around us is built up by objects – things that have qualities and capabilities. Students will explore how you can take that information and write a computer program that models the world around us.

9064 Open Enrollment \$105

### Java Programming, Introduction

Course: W01005 (24 hours) Ed2Go

9068 Open Enrollment \$105

### Java Programming, Intermediate

Course: W01008 (24 hours) Ed2Go

9069 Open Enrollment \$105

## ONLINE COURSES – TECHNICAL CERTIFICATION TRAINING

### A+ Certification Prep, Basic

Course: W01055 (24 hours) Ed2Go

9092 Open Enrollment \$138

### A+ Certification Prep, Intermediate

Course: W01057 (24 hours) Ed2Go

9094 Open Enrollment \$138

### A+ Certification Prep, Advanced

Course: W01054 (24 hours) Ed2Go

9091 Open Enrollment \$138

### Cisco-CCNA Certification

Course: W00860 (100 hours) Gatlin Education

The Cisco CCNA Online Training Program will give you the essential knowledge to install, configure, and operate simple routed LANs and WANs. You will learn about switched LAN Emulation networks made up of Cisco equipment while you prepare for Cisco certification. The program provides focused coverage of Cisco router configuration procedures, which are mapped to exam objectives to prepare you for Cisco Exam 640-802. Certification Exam is not included in this course.

9044 Open Enrollment \$1,995

### CompTIA A+ Certification

Course: W00861 (150 hours) Gatlin Education

This program will prepare you for CompTIA A+ certification. You can earn this certification after you pass two exams. The A+ Essentials exam, 220-701, covers the foundational knowledge a PC support technician should know. The Practical Application exam, 220-702, tests practical knowledge and troubleshooting skills. Certification Exam is not included in this course.

9017 Open Enrollment \$1,695

### CompTIA Network+ Certification

Course: W00355 (80 hours) Gatlin Education

In this program, you'll learn the fundamentals you need to obtain a CompTIA™ Network+ certification and start a career as a network technician. You will master basic networking concepts and learn about network design, security, routing, and switching. Certification Exam is not included in this course.

9029 Open Enrollment \$1,495

### CompTIA Network+ Certification Prep

Course: W01056 (24 hours) Ed2Go

9093 Open Enrollment \$138

### CompTIA Security+ Certification Training

Course: W00928 (80 hours) Gatlin Education

In this program, you will gain the skills you need to begin a career as a security professional and prepare yourself to take the CompTIA™ Security+ exam. Certification Exam is not included in this course.

9045 Open Enrollment \$1,495

### Microsoft Certified Solutions Associate (MCSA): Server 2008

Course: W01256 (275 hours)

Students enrolled in this Career Training Program will learn to administer and manage Windows 2008 Networks, while they prepare to take the following certification exams: Microsoft Certification Exam 70-640, Certification Exam 70-642, and Certification Exam 70-646. If a student passes the three exams, they will earn the MCSA: Windows Server 2008 certification. The certification exams are not included in this course.

9114 Open Enrollment \$2,195

### Microsoft Office Specialist 2010 (MOS) Certification Training

Course: W01254 (380 hours)

In this program, students will develop skill sets with a variety of Microsoft Office 2010 programs, including Microsoft Word, Excel, PowerPoint, Outlook, and Access 2010. They will work hands-on with the program commands and create sample projects to enhance their learning. They will also gain basic to advanced skills, and explore the business application and personal benefits of using the tools and functions available within these various programs. Certification Exam is not included in this.

9112 Open Enrollment \$1,995

### Networking, Introduction

Course: W00995 (24 hours) Ed2Go

9062 Open Enrollment \$105

### Networking, Intermediate

Course: W00992 (24 hours) Ed2Go

9061 Open Enrollment \$105

## ONLINE COURSES – WEB PAGE DESIGN

### Creating a Professional Website

Course: W01290 (24 hours)

In this class, you will learn how to use WordPress, an open source content management system to build, manage, and maintain your professional website or blog. You will learn the concepts of planning your site, working with content, managing content, customizing the look of your site, and becoming search engine friendly.

9156 10/3 – 10/24 8:30 a.m. – 3:30 p.m. SA DTC 409 \$225

### Creating Web Pages

Course: W01083 (24 hours) Ed2Go

Learn the basics of HTML so you can design, create, and post your very own site on the Web.

9096 Open Enrollment \$105

### Creating WordPress Web Sites, Introduction

Course: W01123 (24 hours) Ed2Go

Learn how to use WordPress, a free and popular Web design tool, to quickly and easily create attractive blogs and interactive websites.

9110 Open Enrollment \$105

### Creating WordPress Web Sites II

Course: W01295 (24 hours) Ed2Go

Learn how to use WordPress, a free and popular Web design tool, to quickly and easily create attractive blogs and interactive websites.

9115 Open Enrollment \$105

### Designing Effective Websites

Course: W01110 (24 hours) Ed2Go

Learn powerful graphic design techniques and build Web sites that are both attractive and wickedly effective.

9106 Open Enrollment \$105

### Dreamweaver CS6, Introduction

Course: W01298 (24 hours) Ed2Go

9117 Open Enrollment \$105

### WebMaster

Course: W00268 (150 hours) Gatlin Education

This Webmaster Online Training Program will prepare you for a career designing, developing, and maintaining Web sites. The program begins by teaching you simple Web page development and progresses by introducing you to new concepts and involving you in active Web page implementation using HTML and Dynamic HTML.

9010 Open Enrollment \$1,995

### Google Analytics, Introduction

Course: W01296 (24 hours) Ed2Go

Learn how to track and generate traffic to your website, create reports, and analyze data with Google's free, state-of-the-art Web analytics tools.

9116 Open Enrollment \$105



## continuing professional education

### HEALTH

#### IV Therapy for the LPN

Course: W00913 (36 hours)

This course provides training in intravenous therapy for the licensed practical nurse within the scope of practice allowed by the state of Florida.

(Class dates are 9/26, 10/10, 10/24, 11/7)

9146 9/26 – 11/7 8:00 a.m. – 6:00 p.m. Sat WAR 3138 \$300

#### ACLS Online

Course: W00689 (16 hours)

This course is only for those persons who need to be re-credentialed in ACLS. When registering, contact Wilma Duncans-Burnett at 484-2216 to receive a password via email that contains the core ACLS material, guided practice cases and the ACLS written test. **Following completion of the written portion, call 484-2216 to schedule a date to complete the skills check-off.**

9132 Open Enrollment \$200



## PALS Online

Course: W00855 (16 hours)

This course is only for those persons who need to be re-credentialed in PALS. When registering, contact Wilma Duncans-Burnett at 484-2216 to receive a password via email to access your course. This online Pediatric Advanced Life Support course offers healthcare providers a self-directed learning option that delivers training needed to recognize and prevent cardiopulmonary arrest in infants and children. **Following completion of the written portion, call 484-2216 to schedule a date to complete the skills check-off.**

9131 Open Enrollment \$200

## ACLS Skills Check-off (skills only course)

Course: W00798 (1 hour)

This course is only for those persons who need to be re-credentialed in ACLS Skills. This course is designed for individuals who have a current AHA BLS HCP card and have successfully completed the American Heart Association's online written renewal test for Advanced Cardiac Life Support at [www.onlineaha.org](http://www.onlineaha.org). You will be required to demonstrate adult BLS skills and management of a megacode scenario, which includes airway management.

**Following registration, call 484-2216 to schedule your skills check-off.**

9130 Open Enrollment \$50

## BLS and ACLS Skills Check-off (skills only course)

Course: W00799 (1.5 hours)

This course is only for those persons who need to be re-credentialed in BLS and ACLS Skills. This course is designed for individuals who have a current AHA BLS HCP card and have successfully completed both American Heart Association's online written renewal tests for BLS Healthcare and Advanced Cardiac Life Support at [www.onlineaha.org](http://www.onlineaha.org). You will be required to demonstrate adult, child and infant BLS skills as well as proper management of a megacode scenario, which includes airway management. **Following registration call 484-2216 to schedule your skills check-off.**

9128 Open Enrollment \$65

## Skills for BLS Healthcare Providers (skills only course)

Course: W00740 (2 hours)

This course is only for those persons who need to be re-credentialed in skills for BLS. It is designed for individuals who have a current AHA BLS HCP card and have successfully completed the American Heart Association's online course and written exam at [www.onlineaha.org](http://www.onlineaha.org). **Following registration, call 484-2216 to schedule your skills check-off.**

9129 Open Enrollment \$27.50

## CPR BLS Healthcare Provider Course

Course: W00753 (4.5 hours)

This course is designed by the American Heart Association and includes CPR, use of an AED and choking relief in a safe, timely and effective manner. Required textbook available at the Pensacola State College Warrington campus bookstore. Read the textbook and view the CD that comes with the textbook before attending class.

9120	8/22	8:00 a.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9121	8/29	8:00 a.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9180	9/5	8:00 a.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9122	9/12	8:00 a.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9181	9/19	8:00 a.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9182	10/10	8:00 p.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9123	10/17	8:00 p.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9183	10/31	8:00 p.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9124	11/7	8:00 p.m. – 12:30 p.m.	Sat	WAR	3137	\$45
9184	11/14	8:00 p.m. – 12:30 p.m.	Sat	WAR	3137	\$45

*Disclaimer: The American Heart Association (AHA) strongly promotes knowledge and proficiency in BLS, ACLS, and PALS and has developed instructional materials for this purpose. Use of these materials in an educational course does not represent course sponsorship by the American Heart Association. Any fees charged for such a course, except for a portion of fees needed for AHA course materials do not represent income to the Association. In accordance with the Americans with Disabilities Act, please advise Pensacola State College CPR Education if you have any disability that requires special materials and/or services so that appropriate personnel can be advised.*

## CPR BLS Healthcare Provider Refresher

Course: W01190 (4 hours)

This course is designed by the American Heart Association for persons that need to update their CPR card before the two-year deadline date. This course includes CPR, use of an AED and choking relief in a safe, timely and effective manner. Required textbook available at the Pensacola State College Warrington campus bookstore. Read the textbook and view the CD that comes with the textbook before attending class.

9125	9/26	8:00 a.m. – 12:00 p.m.	Sat	WAR	3137	\$40
9126	10/24	8:00 a.m. – 12:00 p.m.	Sat	WAR	3137	\$40
9127	11/21	8:00 a.m. – 12:00 p.m.	Sat	WAR	3137	\$40

## CPR Family and Friends

Course: W00752 (3.5 hours)

Available upon request

## Heartsaver First Aid with CPR and AED

Course: W01221 (7 hours)

Available upon request

## Lifeguarding Today

Course: W01220 (40 hours)

Upon successful completion of this course, the students will receive their American Red Cross Lifeguard, AED, CPR and First Aid Certification.

Saturday classes 10:00 am – 2:00 pm.

Next class will be held in the spring term.

## CONTRACTORS

### Journeyman's Electrical Seminar

Course: W00696 (54 hours)

This course is designed to help the average experienced electrical apprentice or electrician prepare for the journeyman's license exam through a study of the National Electrical Code and calculations. There are no other pre-requisites. Required text available at the Pensacola State College bookstore.

9139 10/6 – 11/19 5:00 p.m. – 9:00 p.m. MR PEN TBA \$250

### Master's Electrical Seminar

Course: W00697 (54 hours)

This course is designed to help electricians prepare for the master's license exam through a programmed study of the National Electrical Code. There are no other prerequisites. Required text available at the Pensacola State College bookstore.

9140 10/6 – 11/19 5:00 p.m. – 9:00 p.m. MR PEN TBA \$250

### Florida Contractor's Business Law Exam Prep

Course: W01245 (16 hours)

This comprehensive course will cover all the aspects of business law material that is on the Florida contractor's business law exam. This course will cover: organizing and managing a business, licensing, estimating and bidding, contracts, project management, risk management, tax law and construction lien law. The business law exam is required of all new contractors.

9153 10/20 – 10/28 5:00 p.m. – 9:00 p.m. TW PEN TBA \$165

## SAFETY

### Occupational Safety and Health Standards for Construction Industry (510)

Course: W01164 (30 hours)

This course for private sector personnel covers OSHA policies, procedures, and standards, as well as construction safety and health principles. Topics include scope and application of the OSHA construction standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. A Certificate of Attendance will be given to students who successfully meet the course requirements. No course completion card will be issued until successful completion of the 500 Trainer Course for Construction.

Next class will be offered in Spring 2016.

### Occupational Safety and Health Standards for the General Industry (511)

Course: W01165 (30 hours)

This course for private sector personnel covers OSHA policies, procedures, and standards, as well as general industry safety and health principles. Topics include scope and application of the OSHA general industry standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. A Certificate of Attendance will be given to students who successfully meet the course requirements. No course completion card will be issued until successful completion of the 501 Trainer Course for General Industry.

Next class will be offered in Spring 2016.

### Trainer Course in OSHA Standards for the General Industry (501)

Course: W01167 (30 hours)

This course is designed for personnel in the private sector interested in teaching the 10- and 30-hour general industry safety and health outreach program to their employees and other interested groups. Special emphasis is placed on topics required in the 10- and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts. This course allows the student to become a trainer in the Outreach Program and to conduct both a 10- and 30-hour general industry safety and health course and to issue cards to participants verifying course completion.

9150 10/19 – 10/22 8 a.m. – 5 p.m. MTWR DTC \$800

### Trainer Course in OSHA Standards for the Construction Industry (500)

Course: W01166 (30 hours)

This course is designed for personnel in the private sector interested in teaching the 10- and 30-hour construction safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10- and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. Course participants are briefed on effective instructional approaches and the effective use of visual aids and handouts. This course allows the student to become a trainer in the Outreach Program and to conduct safety and health course and to issue cards to participants verifying course completion.

9149 9/21 – 9/24 8 a.m. – 5 p.m. MTWR DTC \$800

## ONLINE COURSES – SAFETY

### OSHA 10 Hour General Industry Outreach Training Course

Course: W01084 (10 hours)

9097 Open Enrollment \$89

### OSHA 30 Hour General Industry Outreach Training

Course: W00834 (30 hours)

9041 Open Enrollment \$189

### OSHA 30 Hour Construction Industry Outreach Training

Course: W00841 (30 hours)

9043 Open Enrollment \$189

### HAZWOPER 24 Hour Course

Course: W00831 (24 hours)

9039 Open Enrollment \$250

### HAZWOPER 40 Hour Course

Course: W00832 (40 hours)

9040 Open Enrollment \$375

### HAZWOPER 8 Hour Annual Refresher

Course: W00833 (8 hours)

9042 Open Enrollment \$69

## INSURANCE

### Accredited Claims Adjuster (6-20)

Course: W00202 (40 hours)

After successful completion, the candidate will receive the ACA designation which exempts the candidate from the state examination for licensure as a 6-20 General Lines Insurance Adjuster. The state examination is required for the 3-20 license. Textbook provided and included in course fees.

9134 9/29 – 10/20 5:30 p.m. – 9:30 p.m. TWR PEN TBA \$300

### Elements of Claims Adjusting

Course: W00788 (16 hours)

This is a comprehensive introduction to claims adjusting and procedures, and an introduction to Xactimate and techniques of damage determination. Upon successful completion of this course, the student will have the skills to analyze and apply property coverage's, be able to investigate the cause of loss, prepare an electronic estimate, prepare a Statement of Loss and negotiate and settle property losses.

9141 11/2 – 11/5 5:30 p.m. – 9:30 p.m. MTWR PEN TBA \$300

### Xactimate Software Training

Course: W00563 (24 hours)

This course is designed to train the student in the tools necessary to write real-life estimates using the Xactimate software program. This software program is used by contractors, property adjusters and insurance carriers. Students will need to have a laptop computer to bring with them to class along with a copy or trial copy of the Xactimate software available from Xactware Inc.

9138 11/30 – 12/10 5:30 p.m. – 9:30 p.m. MWR PEN TBA \$500

OSHA courses 510, 511, 501 and 500 are instructed  
by University of Alabama OSHA Training Institute  
Education Center (UA OTI-EC).

Review state of Florida Insurance  
licensing requirements:  
[www.myfloridacfo/division/agents/licensure](http://www.myfloridacfo/division/agents/licensure)

## ONLINE COURSES – INSURANCE

### Accredited Claims Adjuster (5-20 or 6-20)

Course: W01119 (40 hours) OL Training

Successful completion of this course will exempt you from the state exam and properly prepare you for immediate entry into the insurance industry. This course will also meet the educational component for those pursuing Public Adjuster Apprentice designation (31-20).

9119 Open Enrollment \$300

### Customer Representative (4-40)

Course: W01133 (40 hours) OL Training

This state approved course is known as the "Get Your Feet Wet" course of insurance where you can begin working in the field quickly and add additional licenses and responsibilities later. Successful completion of this course will exempt you from the state exam and properly prepare you for immediate entry into the insurance industry.

9009 Open Enrollment \$300

### General Lines – Property and Casualty Pre-Licensing (2-20)

Course: W00817 (200 hours) OL Training

This comprehensive course covers all you will need to know for the General Lines state exam. Designed and instructed by an active General Lines agent, this course is your secret to passing the state exam. This course also meets the state of Florida educational requirement to qualify for the state exam.

9015 Open Enrollment \$500

### Life, Health and Variable Annuity Pre-Licensing (2-15)

Course: W00822 (40 hours) OL Training

This in-depth course covers all aspects of the Life, Health and Variable Annuity state exam, including a comprehensive analysis of the transaction of life insurance, fixed dollar annuity contracts, variable annuity contracts and health insurance. This course also meets the Florida educational requirement to qualify for the state exam.

9016 Open Enrollment \$150

### 4-40 to 2-20 Conversion Course

Course: W00839 (40 hours) OL Training

After completing one year of responsible insurance duties as a 4-40, take this course to become a property and casualty (2-20) agent.

9003 Open Enrollment \$300

### Continuing Education Elements of Health Insurance

Course: W00405 (14 hours) OL Training

9004 Open Enrollment \$84

### Continuing Education Elements of Life Insurance

Course: W00404 (14 hours) OL Training

9012 Open Enrollment \$84

### Ethics and the Client, Intermediate – 3 hour CE

Course: W01215 (3 hours) OL Training

9007 Open Enrollment \$25

### Ethics in the Insurance Industry

Course: W00538 (3 hours) OL Training

9001 Open Enrollment \$25

### NEW! Flood Insurance and National Flood Insurance Program (NFIP), Intermediate – 3 hour CE

Course: W01216 (3 hours) OL Training

9023 Open Enrollment \$25

### Flood Insurance Concepts, Intermediate – 3 hour CE

Course: W01213 (3 hours) OL Training

9021 Open Enrollment \$25

### Health Savings Accounts and the Medicare Prescription Drug Benefit—3 Hour CE

Course: W00582 (3 hours) OL Training

9013 Open Enrollment \$25

### Hurricanes – Intermediate – 2 hour CE

Course: W01214 (2 hours) OL Training

9022 Open Enrollment \$18

### Medicare Today

Course: W01218 (2 hours) OL Training

9024 Open Enrollment \$18

### Premium Discounts Mitigation Options, Intermediate

Course: W01217 (2 hours) OL Training

9006 Open Enrollment \$18

### Suitability of Annuity and Life Insurance Transaction for Seniors, Intermediate – 3 hour CE

Course: W01219 (3 hours) OL Training

9025 Open Enrollment \$25

## REAL ESTATE

### Florida Real Estate Sales Pre-Licensing

Course: W00014 (63 hours)

This course includes the 63 hours of required education to obtain your Florida Real Estate Sales Associate license. Textbook available for purchase at Pensacola Campus Bookstore.

9133 9/29 – 11/19 5:30 p.m. – 9:30 p.m. TR DTC \$230

### Real Estate Pre-Licensing Sales State Exam Review

Course: W00700 (14 hours)

Textbook available for purchase at Pensacola Campus Bookstore.

9142 12/12 – 12/13 9:00 a.m. – 5:00 p.m. Sa/Su DTC \$75

## ONLINE COURSES – REAL ESTATE

### Continuing Education for Florida Real Estate Professionals

Course: W00576 (14 hours) recampus

9032 Open Enrollment \$30

### Florida Broker Post-Licensing Management

Course: W00578 (30 hours) recampus

9034 Open Enrollment \$150

## Ed2Go Courses

A new section of each course starts monthly.

Start dates for the Fall term  
Sep 16, Oct 14 & Nov 11

Courses run for six weeks.  
For specific course descriptions and lesson plans,  
visit [www.ed2go.com/pensacola](http://www.ed2go.com/pensacola).

To register visit [www.pensacolastate.edu/CCPD](http://www.pensacolastate.edu/CCPD)  
or call (850) 484-1374.



## Florida Broker Post-Licensing Investment

Course: W00577 (30 hours) recampus  
9033 Open Enrollment

\$150

## Florida Pre-Licensing Broker's Course

Course: W00580 (72 hours) recampus  
9036 Open Enrollment

\$275

## Florida Real Estate Pre-License Sales

Course: W00581 (63 hours) recampus  
9037 Open Enrollment

\$250

## Real Estate Post-Licensing Education

Course: W00579 (45 hours) recampus  
9035 Open Enrollment

\$160

## SHRM/HUMAN RESOURCES TRAINING

### SHRM-CP/SCP Certification Exam Review

This course is designed primarily for individuals seeking credentials that focus on identifying and testing the knowledge and practical real-life experiences HR professionals around the world need to excel in their careers today. This certification preparation program covers four knowledge domains: People, Organization, Workplace and Strategy as well as eight behavioral competencies; Leadership & Navigation, Ethical Practice, Business Acumen, Relationship Management, Consultation, Critical Evaluation, Global & Cultural Effectiveness, and Communication.

### SHRM Learning System Members

Course: W01343 (36 hours)  
This course is only for those who are members of SHRM. The description for this course is listed above.

9170 10/5 – 11/30 5:00 p.m. – 9:00 p.m. M DTC \$820

### SHRM Learning System Non-Members

Course: W01344 (36 hours)  
This is only for those who are not members of SHRM. The description for this course is listed above.

9171 10/5 – 11/30 5:00 p.m. – 9:00 p.m. M DTC \$845

### SHRM-CP/SCP Certification Exam Review

Course: W01342 (36 hours)  
This is for those students who already own the 2015 SHRM Learning System manuals.

9169 10/5 – 11/30 5:00 p.m. – 9:00 p.m. M DTC \$360

## TRADE & INDUSTRIAL

### Manufacturing Production Technician (CPT)

Course: W01327 (120 hours)  
This course is designed with the goal of positioning completers with skills that communicate to partnering employers their readiness to work in today's advanced manufacturing industry. In addition, the successful completion of the program and earning satisfactory scores on the four assessments articulate into fifteen college credit hours toward the AS Degree in Engineering Technology to any one of eleven state colleges in Florida that offer this degree.

9192 11/3 – 11/24 8:00 a.m. - 5:00 p.m. MTWRF PEN 1710 \$1,450

### Airframe and Powerplant Test Prep

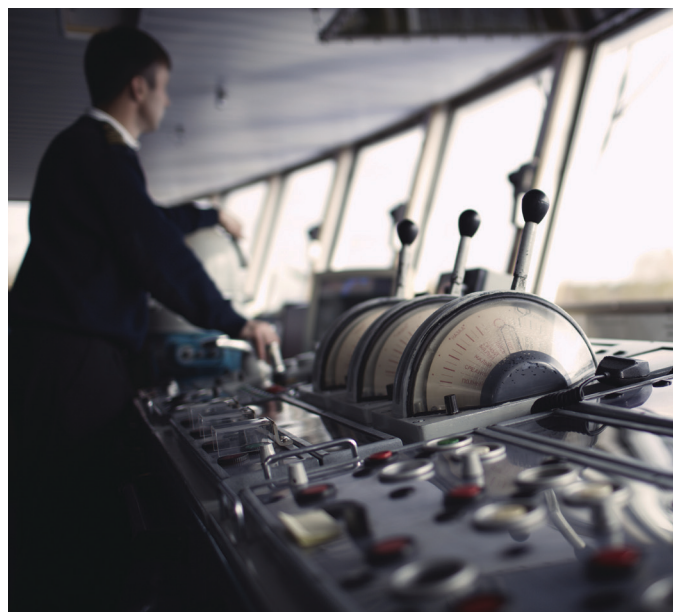
Course: W01341 (120 hours)  
This course prepares the student to pass the Airframe, Powerplant, General, and Oral/Practical Tests given by the FAA to become a Certificated Aircraft Maintenance Technician. The students must meet the guidelines and have the necessary documentation as required by the FAA prior to starting the class. The Student must be 18 years old and must read, write, and understand the English language. In addition the student must have 18 months of practical experience with either power plants or airframes, or 30 months of practical experience working on both at the same time, this includes Civilian and Military experience. As an alternative to this experience requirement, you can graduate from an FAA-Approved Aviation Maintenance Technician School. Also FAA form.

9172 10/19 – 11/4 8:00 a.m. - 5:00 p.m. MTWRFsa MIL 4020 \$1,400

### Captains License: Operator of Uninspected Passenger Vessel (OUPV or "6 Pack")

Course: W01319 (57 hours)  
This course is designed to be the first step in a path towards achieving a USCG 25-100 Master's License. This course is designed for someone who intends to pursue a career as a professional mariner. The course consists of four parts: General Navigation, Plotting and Charting, Rules of the Road and Deck General. Upon completion of the class and a passing score on the tests, a certificate will be awarded. This certificate is required by the USCG as part of your application packet for your license. This course is in lieu of testing with the USCG.

9173 9/29 – 12/3 6:00 p.m. – 9:00 p.m. TR \$495



For information on our online courses:

[www.ed2go.com/pensacola](http://www.ed2go.com/pensacola)

[www.gatlineducation.com/pensacola](http://www.gatlineducation.com/pensacola)

[www.oltraining.com/FL\\_pensacolastate](http://www.oltraining.com/FL_pensacolastate)

[www.portal.recampus.com/re/pensacolaSC](http://www.portal.recampus.com/re/pensacolaSC)

[www.thecourse-pm.com](http://www.thecourse-pm.com)

To register:

[www.pensacolastate.edu/CCPD](http://www.pensacolastate.edu/CCPD)

# organizational effectiveness

## LEADERSHIP DEVELOPMENT

### Building Effective Communication and Interpersonal Skills

Course: W00901 (8 hours)

This course provides participants with skills and techniques needed for handling any communication situation with greater flexibility, confidence, empathy, and impact. This course will help them assess their communication strengths and weaknesses, as well as enhance their ability to listen to and understand others.

9145 11/6 - 11/13 8:00 a.m. – 12:00 p.m. F DTC \$95

### Emotional Intelligence

Course: W01288 (4 hours)

This workshop helps participants increase their ability to understand and use the power of their emotions productively. Participants will discuss emotional intelligence and identify why emotional intelligence is important for professional and personal success.

9155 10/23 8:30 a.m. – 12:30 p.m. F DTC \$85

### Stepping Up to Supervisor

Course: W01145 (10 hours)

This is a management development training program for new supervisors, managers and leaders. The program offers a basic understanding of the roles, responsibilities and expectations required to be successful.

9148 10/9 – 10/16 8:30 a.m. – 1:30 p.m. F DTC \$150

### NEW! Your Leadership Journey

Course: W01334 (4.5 hours)

This course arms a new (within their first two-three years) or prospective leader with the knowledge and skills they need to confront the challenges the face early in their leader career. The course encourages the learner to think about the transitions that newer leaders face and how to handle those challenges. Learners will be introduced to three leadership differentiators that are most important to build a positive reputation as well as add to the organization's success.

9167 10/14 8:30 a.m. – 1:00 p.m. W DTC \$145

### NEW! Communicating for Leadership Success

Course: W01335 (4.5 hours)

This foundation course introduces leaders to the essential interaction skills that are critical to leadership success. These Interaction Essentials are the core behaviors that leaders need to be effective in the many situations they handle on a daily basis, such as coaching, delegating, and driving change. Leaders will learn how to meet the personal and practical needs of their team members and how to communicate in order to spark action in others to achieve business results. They will also learn how to provide positive feedback that recognizes and motivates individuals and teams as well as developmental feedback that helps others get back on track.

9168 11/4 8:30 a.m. – 1:00 p.m. W DTC \$145

### NEW! What's My Communication Style

Course: W01331 (4 hours)

This course will provide you with new insight into your everyday communications with others. It offers an accurate and reliable way to quickly identify your communication style. It will also help you understand the various forms of communication, identify the communication styles of others, and learn how to "flex" your style to improve communication.

9163 10/2 8:30 a.m. – 12:30 p.m. F

## ONLINE COURSES – LEADERSHIP DEVELOPMENT

### Six Sigma: Total Quality Applications

Course: W01048 (24 hours) Ed2Go

Learn how to effectively apply the elements and methods of Six Sigma.

9087 Open Enrollment \$105

### What You Say Before You Speak

Course: W00687 (8 hours) Online Training

Learn the art of impression management, equally applicable to men and women, so you know how to determine what impression you want to make and then how to look and act to get that reaction.

9008 Open Enrollment \$95

### Building Teams That Work

Course: W01038 (24 hours) Ed2Go

In this course, you'll learn the components of a successful team and the stages of its development. You will master the skills needed to effectively manage projects, make decisions, and solve problems in a team setting.

9084 Open Enrollment \$105

### Lean Mastery

Course: W00511 (60 hours) Gatlin Education

A lean business eliminates waste and focuses on providing quality products and services on time and at a low cost. This Lean Mastery Online Training Program contains clear, concise information on transforming a business enterprise and making it lean.

9031 Open Enrollment \$1,895

### Six Sigma Green Belt

Course: W00402 (100 hours) Gatlin Education

The Six Sigma Green Belt Online Training Program encompasses all aspects of running a Six Sigma Green Belt business, including management, service delivery, design, production, and customer satisfaction. Six Sigma is one of the highest standards for companies and individuals to achieve. This interactive online program provides the training you need to master these highly valuable skills.

9011 Open Enrollment \$1,895

### Six Sigma Black Belt

Course: W00509 (200 hours) Gatlin Education

This course provides you with an in-depth look at the Six Sigma Black Belt problem-solving methodology, DMAIC: Define the problem, Measure key aspects, Analyze data, Improve the process, Control the future process. You'll also learn about deployment and project development approaches. All materials are included.

9030 Open Enrollment \$2,695

### Total Quality Fundamentals

Course: W01034 (24 hours) Ed2Go

In this course, you will learn how successful organizations apply quality to their everyday activities. You will find out how to use teamwork to make the most of employees' abilities and potential.

9080 Open Enrollment \$105



## ONLINE COURSES – TEACHER TRAINING

### An Introduction to Teaching ESL/EFL

Course: W01107 (24 hours) Ed2Go

Learn how to be an effective English language teacher from an expert in the field.  
9105 Open Enrollment \$105

### Differentiated Instruction in the Classroom

Course: W00978 (24 hours) Ed2Go

Improve your ability to teach diverse learners with real-world examples from elementary, middle, and high school classrooms.  
9052 Open Enrollment \$105

### Enhancing Language Development in Childhood

Course: W00983 (24 hours) Ed2Go

Enrich the lives of your children by learning fun and natural ways to help them become proficient speakers and thinkers.  
9055 Open Enrollment \$105

### Integrating Technology in the K-5 Classroom

Course: W00979 (24 hours) Ed2Go

In this professional development course for teachers, you will learn the secrets of technology integration in the classroom. We will teach you the skills educators need to use tools such as wikis, podcasts, and blogs effectively.  
9053 Open Enrollment \$105

### Solving Classroom Discipline Problems

Course: W00974 (24 hours) Ed2Go

Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.  
9048 Open Enrollment \$105

### Solving Classroom Discipline Problems II

Course: W01049 (24 hours) Ed2Go

In this professional development course, you will get the teacher training you need to deal effectively with serious discipline problems. Learn how to help the most challenging students you are teaching make more responsible choices.  
9088 Open Enrollment \$105

### Survival Kit for New Teachers

Course: W00975 (24 hours) Ed2Go

In this course, you will find out how to write winning lesson plans, reach diverse learners through differentiated instruction and communicate clearly. Learn how to plan memorable events, and most important, keep stress at bay so you can feel good about going to work every morning.  
9049 Open Enrollment \$105

### Teaching Math: Grades 4-6

Course: W01036 (24 hours) Ed2Go

Reinvent math instruction for grades 4-6 by bringing hands-on learning, inexpensive manipulatives, and real-world connections into your classroom.  
9082 Open Enrollment \$105

### Teaching Science: Grades 4-6

Course: W00976 (24 hours) Ed2Go

By the end of this course, you will have gained knowledge about both science and teaching methods. Your confidence will soar and you will have many new skills that will benefit both you and the children you teach.  
9050 Open Enrollment \$105

### Teaching Writing: Grades 4-6

Course: W01104 (24 hours) Ed2Go

In this teacher-training course, you'll learn from an experienced educator how to motivate and assist developing writers.  
9102 Open Enrollment \$105



## The Creative Classroom

Course: W00977 (24 hours) Ed2Go

Enrich your teaching talents and encourage your students' creative thinking as you learn to turn your classroom into a creative classroom.

9051 Open Enrollment \$105

## Understanding Adolescents

Course: W00984 (24 hours) Ed2Go

Uncover the secrets of the adolescent mind. Gain valuable information on how they feel, how their identities develop, and how you can best meet their needs.

9056 Open Enrollment \$105

## Using the Internet in the Classroom

Course: W00981 (24 hours) Ed2Go

Discover how you can use the Internet to make teaching easier for you and more relevant to your students.

9054 Open Enrollment \$105

## American Sign Language (ASL) for the Work Place 101

Course: W01355 (16 hours)

This course introduces students to ASL vocabulary and grammar used to conduct basic work related conversations. Topics include introductions, making appointments, work duties, giving and asking for clarifying information.

9176 10/20 – 10/29 8:30 a.m. – 12:30 p.m. TR DTC \$295

## American Sign Language (ASL) for the Work Place 102

Course: W01356 (16 hours)

This course builds on skills learned in American Sign Language for the Work Place 101 to develop signing fluency and to expand conversational vocabulary. Topics include asking for assistance, using money, explaining procedures, and scheduling events.

9177 11/10 – 11/19 8:30 a.m. – 12:30 p.m. TR DTC \$200

## ONLINE COURSES – OCCUPATIONAL SPANISH

### Spanish for Law Enforcement

Course: W01115 (24 hours) Ed2Go

Master the fundamentals of the Spanish language by practicing basic conversational skills and learning essential Spanish terminology for law enforcement situations.

9107 Open Enrollment \$105



## ONLINE COURSES – WORKPLACE SKILLS

### Introduction to Laying the Relationship – Building Foundation

Course: W00953 (3 hours) Online Training

Course offers an in-depth look at what constitutes networking, the noun that has been turned into a verb and is a mainstay in business worldwide.

9018 Open Enrollment \$36

### To Catch Trout, Don't Fish in a Catfish Pond

Course: W00954 (2 hours) Online Training

This course will help you complete your personal relationship-building plan and help guarantee that the networking process works for you. Keep this plan handy so you can continue to refine it as you move throughout your career.

9026 Open Enrollment \$24

### Creating Effective Business Cards

Course: W00955 (2 hours) Online Training

This course leads you through the process of creating your Verbal Business Card, the front end of your elevator pitch, which also serves as the basis of your top-of-the-mind positioning statement, a must for every business person.

9000 Open Enrollment \$24

### Work an Event with Ease

Course: W00956 (2 hours) Online Training

You can do your homework, yet nothing can simulate actually working an event. This is when reality hits, and you have the face-to-face opportunity to build or strengthen relationships that will help increase your sales or get you the job or promotion you want . . . or to miss the chance because you don't know networking etiquette or didn't engage in meaningful conversations that made you memorable. There's so much more to working an event than just showing up. This course details what to do from start to finish, giving you the framework to adapt to your style so you can succeed much more easily.

9019 Open Enrollment \$24



### Follow Up is Golden

**Course: W00957 (2 hours) Online Training**

You did your before-the-event preparation. You worked the event with ease, and now you have a handful of business cards. What do you do next? You follow up, of course! You'll learn how . . . from the importance of collecting and recording information on business cards for populating your database to follow-up methods from email, handwritten notes, e-zines or newsletters to the time-proven telephone calls, business meals and referrals.

9047 Open Enrollment \$24

### Building Relationships for Business and Career Success

**Course: W00952 (11 hours) Online Training**

This five part series includes: Introduction to Laying the Relationship-Building Foundation, To Catch Trout, Don't Fish in a Catfish Pond, Creating Effective Business Cards, Work an Event with Ease, Follow Up is Golden

9002 Open Enrollment \$99

### Administrative Assistant Fundamentals

**Course: W00988 (24 hours) Ed2Go**

This course will help you discover and master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning, and office ergonomics. You will become an indispensable member of your team by identifying opportunities and implementing solutions to make your office highly productive.

9057 Open Enrollment \$105

### Administrative Assistant Applications

**Course: W01000 (24 hours) Ed2Go**

Discover how time management, accounting, business law, organizational behavior, and management affect administrative assistant responsibilities and activities. Also, understand the fundamentals of business law, contracts, and the principal-agency relationship; discover ethics and organizational politics; and understand the basics of human resources management. Finally, learn about key management functions such as planning, control, motivation, and organization, discover how to increase creativity, and find out how marketing differs from sales.

9179 Open Enrollment \$105

### Administrative Professional with Microsoft Office Specialist 2010

**Course: W01255 (460 hours) Gatlin Education**

In this unique program, students get the training to become administrative professionals and prepare for their Microsoft Office Specialist 2010 (MOS) certification at the same time. Students will learn the essentials of administration, including goal setting, business etiquette, communication skills, and collaborative planning. In addition, they'll prepare for Microsoft Office Specialist (MOS) certification by learning basic to advanced skills in Microsoft Word, Excel, PowerPoint, Outlook, and Access 2010. Certification Exams are not included in this course.

9113 Open Enrollment \$2395

### Fundamentals of Supervision and Management

**Course: W01076 (24 hours) Ed2Go**

9095 Open Enrollment \$105

*The classes listed in this schedule booklet are non-credit courses. Upon successful completion of a class, you receive CEUs (continuing education units) as well as a certificate of completion. If you take classes for professional or continuing education credits, please check with your regulatory organization to determine if these classes meet their requirements.*



# New Courses Offered Fall 2015!



## **Captains License: Operator of Uninspected Passenger Vessel (OUPV or “6 Pack”)**

**Course: W01319 (57 hours)**

This course is designed to be the first step in a path towards achieving a USCG 25-100 Master's License. This course is designed for someone who intends to pursue a career as a professional mariner. The course consists of four parts: General Navigation, Plotting and Charting, Rules of the Road and Deck General. Upon completion of the class and a passing score on the tests, a certificate will be awarded. This certificate is required by the USCG as part of your application packet for your license. This course is in lieu of testing with the USCG.

## **Florida Real Estate Sales Pre-Licensing**

**Course: W00014 (63 hours)**

This course includes the 63 hours of required education to obtain your Florida Real Estate Associate license. In classroom instruction.

## **Microsoft Excel 2013, Level I**

**Course: W01292 (12 hours)**

Students will learn how to use the Help system and navigate worksheets and workbooks. Then they will enter and edit text, values, formulas, and pictures, and they will save workbooks in various formats. Students will also move and copy data, learn about absolute and relative references, and work with ranges, rows, and columns. This course also covers simple functions, basic formatting techniques, and printing.

## **NEW! What's My Communication Style**

**Course: W01331 (4 hours)**

This course will provide students with new insight into their everyday communications with others. It offers an accurate and reliable way to quickly identify their communication style. It will also help them understand the various forms of communication, identify the communication styles of others, and learn how to “flex” their style to improve communication.

## **NEW! Your Leadership Journey**

**Course: W01334 (4.5 hours)**

(This 4.5 hour course) arms a new or prospective leader with the knowledge and skills they need to confront the challenges they face early in their leader career. The course encourages the learner to think about the transitions that newer leaders face and how to handle those challenges. Learners will be introduced to three leadership differentiators that are most important to build a positive reputation as well as add to the organization's success.

## **NEW! American Sign Language (ASL) for the Workplace 101**

**Course: W01355 (16 hours)**

This course introduces students to ASL vocabulary and grammar used to conduct basic work related conversations. Topics include introductions, making appointments, work duties, giving and asking for clarifying information.

## **NEW! American Sign Language (ASL) for the Workplace 102**

**Course: W01356 (16 hours)**

This course builds on skills learned in American Sign Language for the Work Place 101 to develop signing fluency and to expand conversational vocabulary. Topics include asking for assistance, using money, explaining procedures, and scheduling events.

## **NEW! Airframe and Powerplant Test Prep**

**Course: W01341 (120 hours)**

This course prepares the student to pass the Airframe, Powerplant, General, and Oral/Practical Tests given by the FAA to become a Certificated Aircraft Maintenance Technician. The students must meet the guidelines and have the necessary documentation as required by the FAA prior to starting the class. The Student must be 18 years old and must read, write, and understand the English language. In addition the student must have 18 months of practical experience with either power plants or airframes, or 30 months of practical experience working on both at the same time, this includes Civilian and Military experience. As an alternative to this experience requirement, you can graduate from an FAA-Approved Aviation Maintenance Technician School. Also FAA form.

## **NEW! Manufacturing Production Technician (CPT)**

**Course: W01327 (120 hours)**

This course is designed with the goal of positioning completers with skills that communicate to partnering employers their readiness to work in today's advanced manufacturing industry. In addition, the successful completion of the program and earning satisfactory scores on the four assessments articulate into fifteen college credit hours toward the AS Degree in Engineering Technology to any one of eleven state colleges in Florida that offer this degree.

# registration information

## ON THE INTERNET

Online registration is available to everyone. Go to [www.pensacolastate.edu/CCPD](http://www.pensacolastate.edu/CCPD). Follow the instructions on the Pensacola State College website always choosing Continuing Education.

## WALK IN

Register in person at any Pensacola State College campus Registration Office. Pensacola, Building 2; Milton, Building 4200; Warrington, Building 3600

## BY MAIL

Mail your completed Continuing Education registration form, with payment information (do not send cash) to: Pensacola State College Cashier Office, 1000 College Blvd., Pensacola, FL 32504.

## STUDENT ACCOMMODATIONS

Students with special needs must notify the Center for Corporate and Professional Development Training a minimum of two business days before the course start date so appropriate accommodations can be arranged.

## REFUNDS

To receive a refund for a course, students must withdraw prior to the second scheduled class meeting. For workshops, conferences, seminars and special training programs, students must withdraw prior to the first scheduled class meeting. Call (850) 484-1374 to drop a course. Refunds are not processed for tuition of \$5 or less.

## HOLIDAYS

Classes will not be held on Labor Day, September 7th and Thanksgiving holidays, November 25 - 27. For additional information regarding schedule changes due to holidays or other reasons, contact your instructor.

## EMERGENCY CLOSING DUE TO INCLEMENT WEATHER

The decision to close Pensacola State College due to inclement weather is carefully weighed before it is made.

Visit [www.pensacolastate.edu](http://www.pensacolastate.edu); call (850) 484-1000; tune into WCOA 1370 AM on the radio or WEAR TV3 for updated information regarding the college's decision to close due to inclement weather (hurricane, flooding, etc.).

## PIRATE MOBILE

Pensacola State College has a cell phone text messaging service for students, faculty and staff called "Pirate Mobile." The service helps keep students informed of urgent matters such as school closings, weather conditions, etc.

Sign up at [www.pensacolastate.edu/students/services/piratemobile.asp](http://www.pensacolastate.edu/students/services/piratemobile.asp).

## ONGOING REGISTRATION

Walk-in registration: 8 a.m. - 4 p.m. Monday-Thursdays

Web registration: 12:01 a.m. - 8 p.m. Monday-Thursdays

Weekend web registration: Midnight Thursday through 8 p.m. Monday

Mail-in and night depository registration: Available at all times

The college offers extended hours during college credit registration. For more information call (850) 484-1601.

## PARKING DECAL

Continuing Education students need parking decals for their vehicles.

Take vehicle registration and student ID or class registration to the Pensacola State College Police Department located in the Student Center, Building 5, Pensacola campus; Building 4000, Milton campus; Building 3600, Warrington campus.

### PENSACOLA STATE COLLEGE CONTINUING EDUCATION REGISTRATION FORM

Student ID or SSN \* \_\_\_\_\_ Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Date of birth (MM/DD/YY) \_\_\_\_\_

Please review and initial the SSN Collection Statement on the reverse side of this registration form.

PARENTS REGISTERING CHILDREN: Please do not use your SSN to register your child. If you do not wish to provide your child's SSN, the Registrar's Office will assist you with the registration without the SSN.

Address \_\_\_\_\_  
Number/Street/Apartment \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Home Telephone \_\_\_\_\_ Alternate Telephone \_\_\_\_\_

Gender:  Male  Female Ethnicity: Are you Hispanic/Latino  Yes  No Check all that apply:  White  Asian  American Indian or Alaskan Native  Black or African American  Native Hawaiian or other Pacific Islander

Citizenship:  United States  Other country: \_\_\_\_\_ If you are **not** a United States citizen, indicate current Immigration status:  Permanent Resident; provide Resident Alien Number \_\_\_\_\_  Other immigrant; provide current Visa type and expiration \_\_\_\_\_

Section	Course Title	Date Class Begins	Section	Course Title	Date Class Begins

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing your registration? Complete this section and mail to Pensacola State College Cashier's Office, 1000 College Boulevard, Pensacola FL 32504-8998

Payment Amount \$ \_\_\_\_\_ Payment Method:  Check  Money Order  Visa  Mastercard  American Express

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Signature as it appears on credit card \_\_\_\_\_

Rev. 3/4/11

\* Required and authorized by Title IV of the Higher Education Act of 1965, as amended (§§483 and 484); 20 USC 1078, 1090, 1091 & 1092; 34 CFR 668.16; 34 CFR 668.33; 34 CFR 668.36; 34 CFR 668.32(i) and 34 CFR 668.36. For additional information go to <http://www.pensacolastate.edu/students/docs/SSNpolicy.pdf>. Initials





## CREATING PASSIVE INCOME ONLINE

*Are you thinking of strategies to create passive income online? More and more people are now turning to the internet to provide a source of income. The problem is that many people do not follow a few simple rules and their online businesses are failing rather than succeeding.*

**I**t is possible to start earning a passive income through the creation of a blog or blogs. Setting up blogs is relatively easy. But there are certain things you must do to create blogs that attract visitors. To build the right sort of blogs, you need to carry out the following steps.

### Step 1: Select a Topic

Choose something that you know. For example, if you collect orchids then you could write about them.

### Step 2: Do Keyword Research

To make money you need to have traffic coming to the blog. Visitors to your blog will then click on ads or do a particular task that allows you to earn income. To drive as much traffic to the blog as possible, you need to use keywords that people use to search on Google, Yahoo or Bing.

You should use keywords that have a large number of searches each month but don't have a great deal of competition from other websites. Also the use of long tailed keywords is great.

For example, you should find about 100,000 people every month searching "how to create passive income online." If no other sites provide answers, then this would be a really good keyword to target.

To find the right keywords use the *Google Keyword Tool*. Just type in a few keywords and then Google will provide you with the information about them plus details of alternative keywords you might want to consider using.

### Step 3: Find Ideas For Your Blog

Make a list of any ideas you come up with as soon as they come into your mind, so keep a notebook nearby. The great thing about this is that you can add to them or just let them sit until you have enough information to write a post. Also, there will be days when you don't have any ideas and you can look back at the list for blog material.

### Step 4 – Start Drawing Traffic To The Site

If you want to make sure that you are driving the right sort of traffic to your site, you need to write good quality content. A great place to help you with getting started is to look at sites that are like yours to see what they are writing about. If you find their blog interesting, leave them a comment and be sure to include a link to one of your own posts. This is just one way that will enable you to help bring traffic to your site. Plus it is an effective way of learning how to create passive income online.

### Step 5 – Now To Make Money

You have a couple of options that will help you with earning a passive income online. You can sign up for *Google AdSense* or you can become an affiliate marketer.

With *Google AdSense*, every time someone clicks on one of the ads on your site, you will earn a small amount of money from it. As an affiliate marketer you will earn commission each time someone purchases what you are offering. All items advertised are of course items that relate to your blog.

For more information, visit [Create Passive Income Online](#). ■

“If you want to make sure that you are driving the right sort of traffic to your site, you need to write good quality content. A great place to help you with getting started is to look at sites that are like yours to see what they are writing about.”



## WHAT'S THE *MAKERS MOVEMENT* ABOUT? REINVENTING THE WORLD ONE CHILD AT A TIME

*Can kids playing with Legos make the world a better place? Will children who build their own rocket ships or dollhouses go on to be the adult innovators of tomorrow, who take on the world's challenges with technology and creativity? If 13-year-old Shubham Banerjee is an example of young makers, the answer to those questions may be a resounding "Yes!"*

**A**fter reading that most Braille printers cost more than \$2,000, Shubham decided this price was "crazy" and set out to create a cheaper alternative. Using a Lego kit and parts from a local hardware store, he built a prototype Braille printer of his own. The price? About \$350. With financial and technology backing from *Intel*, Shubham founded his own company and is now working on a more advanced, low-cost Braille printer based on the postage-stamp size *Intel Edison* computing platform.

Shubham's story is amazing and inspiring - and less of an exception than you might think. His story is one of the many successes emerging from the *Maker Movement*. Makers come from all socio-economic backgrounds and are all ages. They use technology and creativity to reinvent the world around them, whether it's adding motion-sensitive LED lights to *Barbie's* outfit, creating a tweetable coffee pot or using sensors to create an app-enabled watering system for their houseplants. Many, like Shubham, are employing their skills as makers to create their own career opportunities.

"The lesson for all of us is that making and exploring through play is not just about celebrating the gifted but about triggering and encouraging the talent living inside every child," says Jay Melican, *Intel's* maker czar. "Study after study supports that the best way to activate a curious mind is to make something. That might be an amazing high-tech invention or a messy science experiment. This shift to making represents the perfect storm of new technological materials, expanded opportunities, learning through hands-on experience and the basic human impulse to create."

Affordable technology and the ability to share online has fueled the *Maker Movement*. New tools like 3D printers, robotics, affordable microprocessors like the *Intel Galileo* or *Intel Edison* development boards and new programming languages are enabling hands-on learning and encouraging children of all ages to use these tools to move from passive receivers of knowledge to real-world makers. For the first time, students can take their powerful ideas to create real things, not just make-believe models. Kids can solve real problems with their own inventions and easily explore science, technology, engineering and math (STEM) career opportunities.

The *Maker Movement* holds the promise to specifically inspire girls to pursue STEM studies and even careers. An *Intel* study, called *MakeHers*, found that the social-service aspects motivate female makers and that girl makers develop more interest and skills in computer science and engineering.

Parents and teachers of school-age children may already unwittingly participate in the *Maker Movement* when children use tablets in the classroom, play coding games or build a soapbox car at home. Attending a *Maker Faire* is a great way to learn more about the world of *Making* and inspire kids of all ages.

Heralded as the "greatest show-and-tells on earth," the *Maker Faire* in San Mateo, California annually attracts more than 145,000 children and adults over just one weekend. Hundreds of *Maker Faires* are held around the world throughout the year. They gather to make things, show off, challenge one another, laugh, play, invent, tinker, solve problems and inspire.





“Study after study supports that the best way to activate a curious mind is to make something. That might be an amazing high-tech invention or a messy science experiment. This shift to making represents the perfect storm of new technological materials, expanded opportunities, learning through hands-on experience and the basic human impulse to create.”

Excitement, rather than expertise, is the coin of the realm in this magical environment full of fire-breathing sculptures, cupcake cars, bicycle-powered rock bands, soda and *Mentos*-propelled fountains and workshops in programming, soldering, welding, lock-picking, knitting, crocheting and robot making.

To learn more and to find a *Maker Faire* near you, visit [makerfaire.com](http://makerfaire.com). ■



Pensacola State College does not discriminate against any person on the basis of race, ethnicity, national origin, color, gender/sex, age, religion, marital status, disability, sexual orientation or genetic information in its educational programs, activities or employment. For inquiries regarding nondiscrimination policies, contact the Associate Vice President of Institutional Diversity at (850) 484-1759, Pensacola State College, 1000 College Blvd., Pensacola, Florida 32504.

## What's Inside...

- **Captains License (OUPV or "6 Pack")** – See page 12 for more information.
- **Accredited Claims Adjuster** – See page 10 for more information.
- **Safety Courses** – Instructed by University of Alabama OSHA Training Institute Education Center (UA OTI-EC). See page 10 for more information.
  - **OSHA 500** – September 21 - 24
  - **OSHA 501** – October 19 - 22
- **Real Estate** – See page 11 for more information.
- **Manufacturing Production Technician (CPT)** – November 3 - 24 (See page 12)
- **Airframe & Production Test Prep** – October 19 - November 4 (See page 12)
- **Leadership Development** – See page 13 for more information.

