

Schedule - Spring 2024 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
43381	ACC-31072-1	Accounting Fundamentals II	Nov 15, 2023	Jan 15, 2024	12:01 AM	11:59 PM	M T W TH F S SU	OLM*ONLINE		EDUCATION TO GO	
42790	AER-31031-1	Faa Remote Pilot Certification	Feb 15, 2024	Mar 1, 2024	6:00 PM	9:30 PM	TH F	G*G113	Benny	Boykin	<p>Flying a drone for commercial use requires a FAA Part 107 remote pilot certificate. This comprehensive 24-hour course prepares learners for small Unmanned Aircraft Systems [sU.A.S]/Drone Flight Certification. The topics include regulations, weather, airspace, and human factors. Upon completion, students will be prepared to sit for the FAA 107 Remote Pilot Knowledge test. Students will also be introduced to several different drones that are used in the local area. Textbook recommended; but not required</p>

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42791	AER-31031-2	Faa Remote Pilot Certification	Apr 13, 2024	Apr 27, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	S S	G*G113	Benny	Boykin	Flying a drone for commercial use requires a FAA Part 107 remote pilot certificate. This comprehensive 24-hour course prepares learners for small Unmanned Aircraft Systems [sU.A.S]/Drone Flight Certification. The topics include regulations, weather, airspace, and human factors. Upon completion, students will be prepared to sit for the FAA 107 Remote Pilot Knowledge test. Students will also be introduced to several different drones that are used in the local area. Textbook recommended; but not required
42788	AHR-31314-1	Comfort Cooling (hvac) Blended	Jan 9, 2024	Apr 25, 2024	6:00 PM	8:00 PM	T TH	S*S105	George	Griffin	This course covers the installation procedures, system operations and maintenance of residential and light commercial comfort cooling systems. Topics include terminology, component operation, and testing and repair of equipment used to control and produce assured comfort levels. Upon completion, students should be able to use psychometrics, manufacturer specifications, and test instruments to determine proper system operation.

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42789	AHR-31315-1	Refrigerant Certificaton Hvac	Apr 27, 2024	Apr 27, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	S S	S*S105	George	Griffin	This course covers the requirements for the EPA certification examinations. Topics include small appliances, high pressure systems, and low-pressure systems. Upon completion, students should be able to demonstrate knowledge of refrigerants and be prepared for the EPA certification examinations.
42779	AUT-31372-1	N C Safety Inspection	Jan 22, 2024	Jan 23, 2024	6:00 PM	10:00 PM	M T	R*R104	James	Flythe	Prepares auto technicians & service personnel as motor vehicle safety inspectors to present a standarized method of testing & evaluating the performance & knowledge of Inspector-Mechanics conducting NC State Inspections. Space is limited to 12. 100% attendance is required.
42780	AUT-31372-2	N C Safety Inspection	Mar 18, 2024	Mar 19, 2024	6:00 PM	10:00 PM	M T	R*R104	James	Flythe	Prepares auto technicians & service personnel as motor vehicle safety inspectors to present a standarized method of testing & evaluating the performance & knowledge of Inspector-Mechanics conducting NC State Inspections. Space is limited to 12. 100% attendance is required.

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42781	AUT-31373-1	O B D Emission Inspection	Feb 19, 2024	Feb 20, 2024	6:00 PM	10:00 PM	M T	R*R104	James	Flythe	Prepares auto technicians & service personnel as motor vehicle On Board Diagnostics (OBD) emission inspectors. Familiarizes students with the mandates & procedures required for certification as a NC OBD II Inspector-Mechanic. Space is limited to 12. Pre-Requisite: NC Safety Inspection class. 100% attendance is required.
42782	AUT-31373-2	O B D Emission Inspection	Apr 15, 2024	Apr 16, 2024	6:00 PM	10:00 PM	M T	R*R104	James	Flythe	Prepares auto technicians & service personnel as motor vehicle On Board Diagnostics (OBD) emission inspectors. Familiarizes students with the mandates & procedures required for certification as a NC OBD II Inspector-Mechanic. Space is limited to 12. Pre-Requisite: NC Safety Inspection class. 100% attendance is required.
43310	BSP-2000-101	Adult High School Hybrid	Jan 8, 2024	May 8, 2024	10:00 AM	12:00 PM	M T W	A*A116A	Trudy	Watson	
43311	BSP-2000-102	Adult High School Evening	Jan 8, 2024	May 8, 2024	6:00 PM	8:00 PM	T	A*A116A	Trudy	Watson	
43312	BSP-2000-103	TCA/ABE Level 1-DOI	Jan 8, 2024	May 8, 2024	8:30 AM	10:00 AM	M T W TH		Ellen	Hill	
43313	BSP-2000-104	TCA/AVE Level 1-DOI	Jan 8, 2024	May 8, 2024	10:15 AM	11:45 AM	M T W TH		Ellen	Hill	
43314	BSP-2000-105	TCA/ABE Level 1-DOI	Jan 8, 2024	May 8, 2024	9:00 AM	12:00 PM	M T W TH	A*A117	Mary	McClain	

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43315	BSP-2000-106	CCR Orientation	Jan 8, 2024	Mar 21, 2024	9:00 AM	9:00 PM	M T W TH F S SU	A*A116	Linda	Ward	
43317	BSP-2000-108	ESL English	Jan 8, 2024	May 8, 2024	9:00 AM	11:00 AM	M T W	A*A111B	Evon	Milton	
43318	BSP-2000-109	ESL English Evening Hybrid 2	Jan 8, 2024	May 8, 2024	6:00 PM	8:00 PM	M W	A*A111A	Alison	Lacarter	
43319	BSP-2000-110	US Citizenship Prep	Jan 13, 2024	May 4, 2024	10:00 AM	12:00 PM	S	G*G234	Alison	Lacarter	
43320	BSP-2000-111	ESL English Evening	Jan 8, 2024	May 8, 2024	6:00 PM	8:00 PM	T W	A*A111B	Heather	Thurman Godwin	
43321	BSP-2000-112	CCR Tutoring Lab	Jan 8, 2024	May 8, 2024	10:00 AM	2:00 PM	M T W TH	A*A118	Timothy	Winks	
43322	BSP-2000-113	High School Equivalency Net	Jan 8, 2024	May 8, 2024	12:01 AM	12:01 AM	M T W TH F S SU	OLM*ONLINE	Linda	Ward	
43323	BSP-2000-114	Math Hybrid 1	Jan 8, 2024	Mar 15, 2024	8:45 AM	10:45 AM	M T W	A*A115	Kimberly	Hutchens	
43324	BSP-2000-115	Math Hybrid 2	Jan 8, 2024	Mar 15, 2024	11:00 AM	1:00 PM	M T W	A*A115	Kimberly	Hutchens	
43325	BSP-2000-116	Math Hybrid 1	Mar 18, 2024	May 8, 2024	8:45 AM	10:45 AM	M T W	A*A115	Kimberly	Hutchens	
43326	BSP-2000-117	Math Hybrid 2	Mar 18, 2024	May 8, 2024	11:00 AM	1:00 PM	M T W	A*A115	Kimberly	Hutchens	
43327	BSP-2000-118	Math Evening	Jan 11, 2024	May 8, 2024	6:00 PM	8:00 PM	TH	A*A118	Yvette	Jobe	
43328	BSP-2000-119	Reading Hybrid 1	Jan 8, 2024	Mar 15, 2024	8:45 AM	10:45 AM	M T W	A*A114A	Felissa	Battle	
43329	BSP-2000-120	Reading Hybrid 2	Jan 8, 2024	Mar 15, 2024	11:00 AM	1:00 PM	M T W	A*A114A	Felissa	Battle	

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43330	BSP-2000-121	Reading Hybrid 1	Mar 18, 2024	May 8, 2024	8:45 AM	10:45 AM	M T W	A*A114A	Felissa	Battle	
43331	BSP-2000-122	Reading Hybrid 2	Mar 18, 2024	May 8, 2024	11:00 AM	1:00 PM	M T W	A*A114A	Felissa	Battle	
43332	BSP-2000-123	Reading & Writing Evening	Jan 8, 2024	May 8, 2024	5:30 PM	8:00 PM	T	A*A118	Marchele ne	Manning	
43303	BSP-2000-124	Writing	Jan 11, 2024	May 8, 2024	9:00 AM	11:00 AM	TH	A*A114A	Faith	Langley	
43304	BSP-2000-125	Science	Jan 11, 2024	May 8, 2024	11:00 AM	1:00 PM	TH	A*A114A	Faith	Langley	
43305	BSP-2000-126	Social Studies Hybrid 1	Jan 12, 2024	May 8, 2024	9:00 AM	11:00 AM	F	A*A114A	Linda	Ward	
43306	BSP-2000-127	Science Evening	Jan 8, 2024	May 8, 2024	6:00 PM	8:00 PM	M	A*A114A	Faith	Langley	
43307	BSP-2000-128	CCR Tutoring Lab	Jan 8, 2024	May 8, 2024	6:00 PM	8:00 PM	M	A*A118	Timothy	Winks	
43308	BSP-2000-129	CCR Orientation Lab (ESL)	Jan 24, 2024	Mar 21, 2024	9:00 AM	3:00 PM	M T W TH F S SU				
43309	BSP-2000-130	HSE in the Community	Jan 1, 2024	May 15, 2024	12:01 AM	12:01 AM	M T W TH F S SU	OLM*ON LINE	Marjorie	Norfleet	
43316	BSP-4010-107	Digital Skills Hybrid	Jan 11, 2024	May 8, 2024	10:00 AM	1:00 PM	TH	A*A111A	Yvette	Jobe	

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42766	BTC-32007-1	Biowork Process Tech-In Person	Jan 8, 2024	May 6, 2024	8:00 AM 8:00 AM	12:00 PM 12:00 PM	M, W M, W	G*G229	Katrina	Williams	Wilson Community College, working with area pharmaceutical industries, has developed this course to provide basic preparation for entry level operator jobs in pharmaceutical manufacturing. Course competencies include safety, quality, solid dose tableting, coating, and packaging. Math, teamwork, time management, and problem solving are incorporated in this course.
42767	BTC-32008-1	Biowork Process Tech Blended	Jan 23, 2024	Apr 9, 2024	6:00 PM 12:01 AM	10:00 PM 11:59 PM	T M, T, W, TH, F, S, SU	G*G236	Marlene	Ruffin	Wilson Community College, working with area pharmaceutical industries, has developed this course to provide basic preparation for entry level operator jobs in pharmaceutical manufacturing. Course competencies include safety, quality, solid dose tableting, coating, and packaging. Math, teamwork, time management, and problem solving are incorporated in this course.
42768	BTC-32009-1	Biowork Process Tech Online	Jan 22, 2024	Apr 9, 2024	12:01 AM	11:59 PM	M T W TH F S SU	OLM*ON LINE	Stephani e	Winstead	Wilson Community College, working with area pharmaceutical industries, has developed this course to provide basic preparation for entry level operator jobs in pharmaceutical manufacturing. Course competencies include safety, quality, solid dose tableting, coating, and packaging. Math, teamwork, time management, and problem solving are incorporated in this course.

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42798	CIS-31002-1	Intro to Personal Computers	Jan 16, 2024	Feb 20, 2024	9:00 AM	11:00 AM	T	G*G105	Gretchen	McKeithan	This course offers basic computer concepts & vocabulary to help you become familiar with your PC. This course is designed for the beginner computer user to gain knowledge in computers and the Windows environment. Included will be basic file management, an overview of Microsoft Office software, and exploration of the internet.
42742	CSP-4000123-1	Colour It Abstract	Jan 8, 2024	Mar 18, 2024	1:00 PM 1:00 PM	4:00 PM 4:00 PM	M M	G*G100	Clara	Daughtridge	A no-stress class in painting using colour to create your own originals in abstract art. Discover new techniques and mix your own colours. Paint and have fun doing it! Materials needed: canvas (boards or stretched, any size), acrylics, brushes, palette, cup for water, and an apron or smock.
42743	CSP-4000123-2	Colour It Abstract	Mar 25, 2024	Apr 29, 2024	1:00 PM	4:00 PM	M	G*G100	Clara	Daughtridge	A no-stress class in painting using colour to create your own originals in abstract art. Discover new techniques and mix your own colours. Paint and have fun doing it! Materials needed: canvas (boards or stretched, any size), acrylics, brushes, palette, cup for water, and an apron or smock.

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42750	CSP-4000174-1	Pillow Talk	Mar 5, 2024	Apr 2, 2024	10:00 AM 10:00 AM	11:00 AM 12:00 PM	T T	A*A103A	Betsy	Best	Learn how to make a pillow and all of the fun additions. This class is perfect for beginners who have basic knowledge of the sewing machine.
42752	CSP-4000178-1	Sew It Seams	Mar 5, 2024	Apr 16, 2024	2:00 PM 2:00 PM	3:00 PM 4:00 PM	T T	A*A103A	Betsy	Best	This class is for beginners who want to learn how to use a sewing machine. Learn different sewing techniques, understand patterns, and learn basic cutting skills. You can use one of our machines or you are welcome to bring your own. Supplies will be discussed during the first class meeting.
42751	CSP-4000187-1	Quilting Basics and Beyond	Jan 11, 2024	Mar 14, 2024	12:30 PM	3:30 PM	TH	A*A103A	Nancy	Vasilchik	Have you wanted to increase your quilting knowledge and skill set? Let our quilting instructor guide you down new paths and also explore the latest techniques for traditional quilting. Each class starts with a technique exercise or demo. The second segment is instruction on the featured quilt. The last part provides time to work on your individual projects and get help if needed.

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42741	CSP-4000188-1	Piano for Beginners	Jan 23, 2024	Mar 26, 2024	6:00 PM	8:00 PM	T	D*D209	Joshua	Pittman	Are you interested in learning how to play the piano? Then this class is for you! You will receive expert instruction from an experienced pianist and teacher. Over the course of 10 weeks, you will learn the basics of piano playing, including finger exercises, note reading, and basic music theory. By the end of the course, you will be able to play an entire song on the piano with both hands. Whether you are a complete beginner or have some prior experience, this class is a great way to improve your musical skills and have fun at the same time.
42745	CSP-400024-1	Oil & Acrylic	Mar 19, 2024	Apr 23, 2024	1:00 PM	4:00 PM	T	G*G100	Steve	Benton	Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least black, white, and the primary colors, and brushes.

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42748	CSP-400024-2	Oil & Acrylic	Mar 21, 2024	Apr 25, 2024	1:00 PM	4:00 PM	TH	G*G100	Steve	Benton	Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least black, white, and the primary colors, and brushes.
42744	CSP-400036-1	Oil & Acrylic	Jan 9, 2024	Mar 12, 2024	1:00 PM	4:00 PM	T	G*G100	Steve	Benton	Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least black, white, and the primary colors, and brushes.

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42747	CSP-400036-3	Oil & Acrylic	Jan 11, 2024	Mar 14, 2024	1:00 PM	4:00 PM	TH	G*G100	Steve	Benton	Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least black, white, and the primary colors, and brushes.
42754	CSP-400038-1	Stained Glass	Feb 5, 2024	Mar 18, 2024	10:00 AM	12:30 PM	M	G*G100	Kim	Joy	In this class you will learn how to construct a 12"x 16" stained glass panel using the copper foil method. All steps are covered, and students will have a variety of patterns to choose from. Tools will be supplied for students to use during class. Students may need to purchase supplies for their own project as they need them. Returning students may work on projects of their own choice and the instructor is available for help and guidance as needed. *Pregnant women should check with their doctor prior to registering for class.

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42755	CSP-400038-2	Stained Glass	Feb 5, 2024	Mar 18, 2024	6:30 PM	9:00 PM	M	G*G100	Kim	Joy	In this class you will learn how to construct a 12"x 16" stained glass panel using the copper foil method. All steps are covered, and students will have a variety of patterns to choose from. Tools will be supplied for students to use during class. Students may need to purchase supplies for their own project as they need them. Returning students may work on projects of their own choice and the instructor is available for help and guidance as needed. *Pregnant women should check with their doctor prior to registering for class.
42749	CSP-400052-1	Knitting for Fun 101	Jan 23, 2024	Mar 26, 2024	6:30 PM	9:00 PM	T	C*C101	Kathleen	Wall	A no-stress class for the beginning knitter. Learn the very basic steps and stitches of knitting, and have fun doing it. Please bring a skein of yarn and a pair of #7 bamboo or wooden knitting needles.
42753	CSP-400089-1	Creative Floral Arranging for	Mar 26, 2024	Apr 30, 2024	10:00 AM	12:00 PM	T	G*G100	Linda	Totten	Join us for great ideas on floral arranging for Spring. Supplies will be discussed at the first class.

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42783	CUL-30721-1	Servsafe Food Service	Jan 20, 2024	Jan 27, 2024	9:00 AM 1:30 PM	12:30 PM 5:00 PM	S S	E*E101	Melodie	Strickland	14-hour course designed to give food handlers an understanding of proper sanitation precautions & cover the expected outcomes, should these practices not be followed. Students will study infections & illnesses, proper food-handling techniques, personal hygiene, personal safety, and information on the OSHA regulations.
42784	CUL-30721-2	Servsafe Food Service	Feb 17, 2024	Feb 24, 2024	9:00 AM 1:30 PM	12:30 PM 5:00 PM	S S	E*E101	Melodie	Strickland	14-hour course designed to give food handlers an understanding of proper sanitation precautions & cover the expected outcomes, should these practices not be followed. Students will study infections & illnesses, proper food-handling techniques, personal hygiene, personal safety, and information on the OSHA regulations.

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42785	CUL-30721-3	Servsafe Food Service	Mar 18, 2024	Mar 19, 2024	9:00 AM 1:30 PM	12:30 PM 5:00 PM	M, T M, T	E*E101	Melodie	Strickland	14-hour course designed to give food handlers an understanding of proper sanitation precautions & cover the expected outcomes, should these practices not be followed. Students will study infections & illnesses, proper food-handling techniques, personal hygiene, personal safety, and information on the OSHA regulations.
42786	CUL-30721-4	Servsafe Food Service	May 4, 2024	May 11, 2024	9:00 AM 1:30 PM	12:30 PM 5:00 PM	S S	E*E101	Melodie	Strickland	14-hour course designed to give food handlers an understanding of proper sanitation precautions & cover the expected outcomes, should these practices not be followed. Students will study infections & illnesses, proper food-handling techniques, personal hygiene, personal safety, and information on the OSHA regulations.
42771	DMV-30021-1	D M V: Car Dealer Prelicense	Jan 20, 2024	Jan 21, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	S, SU S	P*P101	Mitchell	Williams	Required for individuals seeking an initial NC vehicle dealer license. Students will be required to download class material. The instructor will provide that information during the first class. 100% attendance is required.

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42772	DMV-30021-2	D M V: Car Dealer Prelicense	Mar 9, 2024	Mar 10, 2024	8:00 AM 12:30 PM	12:00 PM 5:00 PM	S, SU S	P*P101	Mitchell	Williams	Required for individuals seeking an initial NC vehicle dealer license. Students will be required to download class material. The instructor will provide that information during the first class. 100% attendance is required.
43379	EDU-300125-1	Teaching Children W/Autism	Nov 15, 2023	Jan 15, 2024	12:01 AM	11:59 PM	M T W T H F S S U	OLM*ONLINE		EDUCATION TO GO	
42769	ELC-301617-1	Changes to 2020 Electrical Cod	Feb 17, 2024	Feb 17, 2024	8:00 AM 12:30 PM	12:00 PM 4:30 PM	S S	P*P102	Milton	Jones	This course meets the annual continuing education requirements for electricians in the State of NC. Topics include NEC Code review, new materials and procedures, and related code requirements.
42770	ELC-301618-1	Changes to 2020 Electrical Cod	Apr 20, 2024	Apr 20, 2024	8:00 AM 12:30 PM	12:00 PM 4:00 PM	S S	P*P102	Milton	Jones	This course meets the annual continuing education requirements for electricians in the State of NC. Topics include NEC Code review, new materials and procedures, and related code requirements.
43365	EPT-36003-1	Group Crisis Intervention	Jan 31, 2024	Feb 2, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	W, TH, F W, TH, F	WEMS*EMOPERCT		RESILIENT RESPONDER LLC	
43366	EPT-36003-2	Group Crisis Intervention	Feb 16, 2024	Feb 18, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F, S, SU F, S, SU	WEMS*EMOPERCT		RESILIENT RESPONDER LLC	

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42801	HRD-300233-1	Workplace Skills	Jan 18, 2024	Apr 4, 2024	5:30 PM 5:30 PM	8:30 PM 8:30 PM	TH TH	A*A112	Gretchen	McKeithan	Students gain occupational, career & technical information, and soft skills training necessary to be workplace ready.
42795	HRD-300520-1	Computer Tips & Tricks Everyon	Jan 22, 2024	Apr 8, 2024	5:30 PM 5:30 PM 5:30 PM	7:30 PM 7:30 PM 7:30 PM	M M M	A*A112			This course will provide students with the fundamental knowledge and skills necessary to use Microsoft and Google applications. Students will learn about the basics of computer hardware and software, as well as common computer tasks and apps. Students will also learn File Management and how to protect themselves from online scams.
42792	HRD-41001-1	Working Smart	Feb 7, 2024	Feb 15, 2024	9:00 AM 1:00 PM	12:00 PM 4:00 PM	W, TH W, TH	E*E102	Gretchen	McKeithan	Working Smart is a five-module curriculum taught over 24 hours. The five modules are: Self Awareness, Self-Management, Work Ethics, Communication Skills, and Problem-Solving Skills. This class prepares prospective job seekers for employment and equips individuals currently in the workforce seeking new opportunities. Individuals who complete the training will receive a program certification. Fee waiver for the registration fee is available for qualifying individuals.

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42793	HRD-41001-2	Working Smart	Mar 13, 2024	Mar 21, 2024	9:00 AM 1:00 PM	12:00 PM 4:00 PM	W, TH W, TH	E*E102	Gretchen	McKeithan	Working Smart is a five-module curriculum taught over 24 hours. The five modules are: Self Awareness, Self-Management, Work Ethics, Communication Skills, and Problem-Solving Skills. This class prepares prospective job seekers for employment and equips individuals currently in the workforce seeking new opportunities. Individuals who complete the training will receive a program certification. Fee waiver for the registration fee is available for qualifying individuals.

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42794	LEO-40001-1	Fba Fiber Optic Certification	Jan 23, 2024	Apr 9, 2024	5:00 PM	9:00 PM	T	G*G101	Korey	Lee	This course covers the principles of fiber optics, particularly as a communications transmission medium. Topics include digital communications systems, optical fibers, cables, splices, connectors, optical transmitters and receivers, installation techniques, component testing, and system testing. Upon completion, students should be able to splice and connectorize a fiber, make measurements of fiber optic systems, and test and troubleshoot fiber optic components required to maintain "Fiber to the Home (FTTH) and Fiber to the Building (FTTB) systems. Individuals completing the course may be eligible for an internship or registered U.S. Department of Labor apprenticeship with a communications service provider or installation contractor.
42807	LEX-38741-1	Notary Public Online	Jan 5, 2024	Jan 5, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42816	LEX-38741-10	Notary Public Online	Apr 5, 2024	Apr 5, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42817	LEX-38741-11	Notary Public Online	Apr 12, 2024	Apr 12, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42818	LEX-38741-12	Notary Public Online	Apr 19, 2024	Apr 19, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42819	LEX-38741-13	Notary Public Online	May 3, 2024	May 3, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42820	LEX-38741-14	Notary Public Online	May 10, 2024	May 10, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42808	LEX-38741-2	Notary Public Online	Jan 12, 2024	Jan 12, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42809	LEX-38741-3	Notary Public Online	Jan 19, 2024	Jan 19, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42810	LEX-38741-4	Notary Public Online	Feb 2, 2024	Feb 2, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42811	LEX-38741-5	Notary Public Online	Feb 9, 2024	Feb 9, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42812	LEX-38741-6	Notary Public Online	Feb 16, 2024	Feb 16, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42813	LEX-38741-7	Notary Public Online	Mar 1, 2024	Mar 1, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42814	LEX-38741-8	Notary Public Online	Mar 8, 2024	Mar 8, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42815	LEX-38741-9	Notary Public Online	Mar 15, 2024	Mar 15, 2024	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ON LINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42802	LEX-38742-1	Notary Public Education	Jan 9, 2024	Jan 9, 2024	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	E*E101	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance and brought to class. Student must show valid NC picture ID for class entry. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42803	LEX-38742-2	Notary Public Education	Feb 13, 2024	Feb 13, 2024	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	E*E101	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance and brought to class. Student must show valid NC picture ID for class entry. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42804	LEX-38742-3	Notary Public Education	Mar 12, 2024	Mar 12, 2024	8:00 AM 12:30 PM	12:00 PM 5:00 PM	T T	E*E101	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance and brought to class. Student must show valid NC picture ID for class entry. Must score 80% or better to pass. Course can be used for an up-date and re-commission.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42805	LEX-38742-4	Notary Public Education	Apr 9, 2024	Apr 9, 2024	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	E*E101	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance and brought to class. Student must show valid NC picture ID for class entry. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42806	LEX-38742-5	Notary Public Education	May 14, 2024	May 14, 2024	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	E*E101	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance and brought to class. Student must show valid NC picture ID for class entry. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
42821	LEX-38751-1	Electronic Notary Public	Jan 26, 2024	Jan 26, 2024	8:00 AM	12:00 PM	F	OLM*ON LINE	Rebecca	Sayers	Electronic notarization is the process of applying an electronic notary signature and electronic seal onto an electronic document in a completely electronic and paperless transaction. Students in the E-Notary class will learn the process that allows a notary to affix an electronic signature and electronic notary seal that are legally binding. Participants will learn the electronic requirements to perform notary duties legally and ethically. Students in the ENotary class must be a commissioned notary prior to class.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42822	LEX-38751-2	Electronic Notary Public	Feb 23, 2024	Feb 23, 2024	8:00 AM	12:00 PM	F	OLM*ON LINE	Rebecca	Sayers	Electronic notarization is the process of applying an electronic notary signature and electronic seal onto an electronic document in a completely electronic and paperless transaction. Students in the E-Notary class will learn the process that allows a notary to affix an electronic signature and electronic notary seal that are legally binding. Participants will learn the electronic requirements to perform notary duties legally and ethically. Students in the ENotary class must be a commissioned notary prior to class.
42823	LEX-38751-3	Electronic Notary Public	Mar 22, 2024	Mar 22, 2024	8:00 AM	12:00 PM	F	OLM*ON LINE	Rebecca	Sayers	Electronic notarization is the process of applying an electronic notary signature and electronic seal onto an electronic document in a completely electronic and paperless transaction. Students in the E-Notary class will learn the process that allows a notary to affix an electronic signature and electronic notary seal that are legally binding. Participants will learn the electronic requirements to perform notary duties legally and ethically. Students in the ENotary class must be a commissioned notary prior to class.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42824	LEX-38751-4	Electronic Notary Public	Apr 26, 2024	Apr 26, 2024	8:00 AM	12:00 PM	F	OLM*ON LINE	Rebecca	Sayers	Electronic notarization is the process of applying an electronic notary signature and electronic seal onto an electronic document in a completely electronic and paperless transaction. Students in the E-Notary class will learn the process that allows a notary to affix an electronic signature and electronic notary seal that are legally binding. Participants will learn the electronic requirements to perform notary duties legally and ethically. Students in the ENotary class must be a commissioned notary prior to class.
42759	NAS-32401-1	Nurse Aide Level I	Jan 8, 2024	Apr 30, 2024	6:00 PM 6:00 PM 6:00 PM 6:00 PM 6:00 PM	10:00 PM 10:00 PM 10:00 PM 10:00 PM 10:00 PM	M, T, W M, T, W M, T, W M, T, W M, T, W M, T, W	G*G115	June	Wheeler	Nurse Aide 1 application is required and is available on our Website and in the Continuing Education office.
42760	NAS-32411-1	Nurse Aide Level II	Jan 8, 2024	Apr 30, 2024	5:00 PM 5:00 PM 5:00 PM 5:00 PM	9:00 PM 9:00 PM 10:00 PM 10:00 PM	M, W M, W M, T, W T	G*G109 A	Tanyual	Barnes	Nurse Aide 11 application is required and is available on our Website and in the Continuing Education office.
42773	OSH-30121-1	Forklift Operation Training	Jan 10, 2024	Jan 10, 2024	8:00 AM	2:00 PM	W	E*E101	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42774	OSH-30121-2	Forklift Operation Training	Feb 7, 2024	Feb 7, 2024	8:00 AM	2:00 PM	W	E*E101	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.
42775	OSH-30121-3	Forklift Operation Training	Mar 13, 2024	Mar 13, 2024	8:00 AM	2:00 PM	W	E*E101	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.
42776	OSH-30121-4	Forklift Operation Training	Apr 10, 2024	Apr 10, 2024	8:00 AM	2:00 PM	W	E*E101	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.
42777	OSH-30121-5	Forklift Operation Training	May 8, 2024	May 8, 2024	8:00 AM	2:00 PM	W	E*E101	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42796	OST-310020-1	M S Excel for the Workplace	Feb 27, 2024	Feb 29, 2024	9:00 AM	12:00 PM	T TH	G*G105	Gretchen	McKeithan	Using both Excel 2016, as well as the changes in the 2019 version, students will learn to create, modify, and format Excel worksheets, perform calculations, manipulate data, and print Excel workbooks. Class will focus on using advanced formulas, working with lists, as well as illustrations and charts. Students will need a flash drive and valid email address.
42797	OST-310020-2	M S Excel for the Workplace	Apr 23, 2024	Apr 25, 2024	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	Using both Excel 2016, as well as the changes in the 2019 version, students will learn to create, modify, and format Excel worksheets, perform calculations, manipulate data, and print Excel workbooks. Class will focus on using advanced formulas, working with lists, as well as illustrations and charts. Students will need a flash drive and valid email address.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42799	OST-310035-1	Word for the Workplace	Mar 5, 2024	Mar 7, 2024	9:00 AM	12:00 PM	T TH	G*G105	Gretchen	McKeithan	This course is designed for the intermediate user of Microsoft Word. Topics include overviews to Ribbons, Text Placement and Spacing, WordArt, and other features and commands. Emphasis will be placed on proper use of grammar, punctuation, and spelling within all documents. Upon completion of this course, students will be able to create and edit documents for many business scenarios.
42800	OST-310035-2	Word for the Workplace	Apr 30, 2024	May 2, 2024	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	This course is designed for the intermediate user of Microsoft Word. Topics include overviews to Ribbons, Text Placement and Spacing, WordArt, and other features and commands. Emphasis will be placed on proper use of grammar, punctuation, and spelling within all documents. Upon completion of this course, students will be able to create and edit documents for many business scenarios.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
42762	PBT-30221-1	Phlebotomy Experience	Jan 8, 2024	May 1, 2024	5:00 PM 5:00 PM 5:00 PM	9:00 PM 9:00 PM 9:00 PM	M, W T M, W	G*G119	Andrea	Ezzell	Course prepares students to draw blood specimens from patients for testing and analyzing. A Phlebotomy trainee maintains equipment used in obtaining blood specimens, masters the use of appropriate communication skills when working with patients, selection of venipuncture sites, care of blood specimen, entry of the testing process into the computer, as well as clerical duties associated with record keeping of the blood tests. Each student must complete 100 successful venipunctures.
42761	PHM-32501-1	Pharmacy Technician Training	Jan 8, 2024	May 1, 2024	5:30 PM 5:30 PM	8:30 PM 8:30 PM	M, W M, W	G*G240	Cynthia	Galloway	Prepares students to work in a pharmacy to assist with day-to-day activities under the supervision of a registered pharmacist. Copy of high school diploma or equivalent is required.
42825	PHO-300112-1	Digital Photography 1	Jan 24, 2024	Apr 10, 2024	5:30 PM	7:30 PM	W	A*A112	Christopher	Barnes	Learn how to take your photography skills to the next level, by making the best photos you can create with your digital camera. You will learn what all the terms and concepts mean from an experienced digital photographer with proven teaching skills. This course will guide you through each and every button on your camera and teach you how to use it - better yet, you will be guided on weekly photo assignments.

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Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
43380	RLS-37041-1	Real Estate Investing	Nov 15, 2023	Jan 15, 2024	12:01 AM	11:59 PM	M T W TH F S SU	OLM*ONLINE		EDUCATION TO GO	
42787	WAT-31002-1	Wastewater Trmt Plant Op I, II	Jan 8, 2024	Apr 3, 2024	6:00 PM 6:00 PM 6:00 PM 6:00 PM	9:00 PM 9:00 PM 9:00 PM 9:00 PM	M, W W M, W M, W	E*E101	James	Pridgen	This course examines the operations, maintenance, rules, record keeping etc. of Biological Wastewater Operations. Coursework covers activated sludge, effects of untreated wastewater on the environment, troubleshooting, process control, NCDENRDWQ rules, and requirements for the wastewater field.
42778	WLD-31069-1	Industrial Welding I	Jan 22, 2024	Apr 8, 2024	6:00 PM	10:00 PM	M	L*L100	Jason	Desrosiers	48-hour course uses the shielded metal arc welding process. Upon completion, students will be able to demonstrate SMAW welding techniques. For safety purposes, steel-toed shoes (leather boots preferred);no cuffed pants or shirts; no open-pocket shirts; no polyester;long-sleeved cotton shirts and denim jeans preferred;no jewelry. \$2 accident insurance fee required.