

SWC Course Name	SWC Course No.	Units	Adult.ROP, HS
Basic Business Bookkeeping	ACCT 7	3	Adult
Computerized Accounting	ACCT 12	3	Adult
Microcomputer Repair (ELEC 10A)	ELEC 10A	2	Adult
Microcomputer Hardware/Software Upgrade (ELEC 10B)	ELEC 10B	2	Adult
Microcomputer Systems & A+ Certification	ELEC 260	4	Adult
Word Processing: Microsoft Word	CIS 121B	1	Adult
Microsoft Word: Beginning	BUS 200A	2.5	Adult
Spreadsheet Software-Excel	CIS 122B	1	Adult
Multimedia Presentations (PowerPoint)	CIS 129	1	Adult
Microcomputer Database Software: Access	CIS 134	1	Adult
Introduction to Baking Skills and Culinary Arts	CA 182	3	Adult
Professional Cooking-Basic Skills	CA 170	3	Adult
Computer Networking for N+ Certifications	ELEC 265	4	Adult
Network Academy Fundamentals(CISCO Certification Prep)	CIS142	3	Adult
Routers & Internet Work Fundamentals (CISCO Certification Prep)	CIS144A	3	Adult
Medical Terminology	MEDOP 230	3	Adult
Computer Literacy	CL 120	1	Adult
Introduction and Basic Automotive Services	AT 101	3	Adult
Medical Assistant Clinical	MEDOP 234	4	Adult
Medical Office Procedures (MEDOP 231)	MEDOP 231	4	Adult
Certified Nursing Assistant	CNA 10	7	Adult
Child, Family and Community	CD 284	3	Adult
Child Development Theory	CD 170	3	Adult
Child, Family and Community	CD 284	3	Adult
Keyboarding I	BUS 70	1	Adult
Keyboarding II	BUS 71	1	Adult
Procedures for Office Professionals	BUS 218	4	Adult
Floral Design 1	LNT 138	3	Adult
Imaging for the World Wide Web(Photoshop & Image Ready)	CIS 158	3	Adult
Web Publishing with Dreamweaver	CIS 123	6	Adult