

View additional courses, descriptions and register online at ce.broward.edu – click on eLearning

Course fee is \$135 (unless noted)

E-LEARNING

WORK AROUND YOUR SCHEDULE - courses can be completed entirely from your home or office at any time of the day or night. Courses are six weeks long, are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas and more.

Visit our Online Instruction Center at ce.broward.edu and **click on eLearning** for complete course descriptions, lesson outlines, evaluations, requirements, and instructor credentials.

Schedule: Each course runs for six weeks. Once you've registered and paid for your course, go to our online orientation where you will learn about the specific requirements for your course and how to contact your instructor, and how to create your password. A new section of every course we offer begins every month.

REGISTER AND PAY ONLINE - The day your course begins, return to the online instruction center, choose "classroom" then log in with the information you provided in the online orientation. For questions regarding online classrooms call 954-201-2204.

**START DATES: JAN. 16 • FEB. 20
MARCH 19 • APRIL 16**

THE INTERNET

Introduction to the Internet
Achieving Top Search Engine Positions
Introduction to Microsoft Outlook

WEB PAGE DESIGN

Creating Web Pages
Designing Effective Websites
Introduction to Dreamweaver 8, Flash, Microsoft FrontPage, Dreamweaver MX 2004

WEB GRAPHICS AND MULTIMEDIA

Introduction to Corel Draw X3, FreeHand MX, Flash, Macromedia Director MX 2004

WEB AND COMPUTER PROGRAMMING

Java for the Absolute Beginner
C++ for the Absolute Beginner
Introduction to ASP.NET, JSP Programming, Perl Programming, Visual Basic

BASIC COMPUTER LITERACY

Keyboarding
Introduction to Windows XP
Computer Skills in the Workplace

COMPUTER APPLICATIONS

Microsoft Word, Excel, Access, PowerPoint
Introduction to Microsoft Project 2003, Outlook 2003
QuickBooks for Contractors

GRAPHIC DESIGN

Design Projects for Adobe Illustrator CS2
CorelDraw X3
Photoshop CS2
Introduction to FreeHand MX,
Adobe FrameMaker 7.1

PC TROUBLESHOOTING, NETWORKING AND SECURITY

Introduction to PC Troubleshooting
PC Security
Wireless Networking



DATABASE MANAGEMENT & PROGRAMMING

Introduction to Database Development, SQL, Game Industry, Perl Programming
High Speed Project Management

CERTIFICATE PREP (EACH COURSE \$169)

CompTIA Security+
CompTIA Network+
Basic, Intermediate and Advanced Comp TIA A+
PMP Prep 1 and Prep 2
Microsoft Windows Exam 70-270

DIGITAL PHOTOGRAPHY & DIGITAL VIDEO

Discover Digital Photography
Photoshop and Photoshop Elements
Making Movies with Windows XP
Introduction to Macromedia Director MX 2004

LANGUAGES

Speed Spanish
Instant Italian
Beginning Conversational French
Writing and Grammar for ESL

WRITING & PUBLISHING

Beginning Writer's Workshop
Writing for Children
The Craft of Magazine Writing
Beginner's Guide to Getting Published
Resume Writing Workshop

ENTERTAINMENT INDUSTRY CAREERS

Introduction to the Game Industry
Marketing Tools for Actors
Your Screenwriting Career
Get Paid to Travel

GRANT WRITING & NON-PROFIT MANAGEMENT

Non-Profit Management
Wow, What a Great Event!
A to Z Grant Writing

START YOUR OWN BUSINESS

Creating a Successful Business Plan
Learn to Buy and Sell on eBay
Marketing Your Business on the Internet
Start and Operate Your Own Home-Based Business

SALES & MARKETING

Professional Sales Skills
Effective Selling
Principles of Sales Management

ACCOUNTING

Accounting Fundamentals
Introduction to QuickBooks 2007

BUSINESS ADMINISTRATION

Project Management
Fundamentals of Supervision and Management
Understanding the Human Resources Function
Managing Customer Service

TEST PREPARATION

GED Test Preparation
SAT/ACT, GRE and LSAT Preparation
Grammar for ESL

PERSONAL DEVELOPMENT

Computer Skills for the Workplace
Become a Veterinary Assistant
Listen to Your Heart, and Success Will Follow

PERSONAL FINANCE & WEALTH BUILDING

Real Estate Investing
Debt Elimination Techniques That Work
Building Wealth
Personal Finance

HEALTH CARE, NUTRITION & FITNESS

Medical Terminology
Human Anatomy and Physiology
Luscious, Low-Fat, Lightning-Quick Meals
Assisting Aging Parents

PERSONAL ENRICHMENT

Genealogy Basics
Wine Appreciation for Beginners
Write Your Life Story

CHILD CARE & PARENTING

Enhancing Language Development in Childhood
Understanding Adolescents
Parenting: The First Five Years

ART, HISTORY, PSYCHOLOGY & LITERATURE

Music Made Easy
Enjoying European Art Online
Drawing for the Absolute Beginner

MATH, PHILOSOPHY & SCIENCE

Everyday Math
Introduction to Algebra

LAW & LEGAL CAREERS

Employment Law Fundamentals
Workers' Compensation
Criminal Law
Evidence Law
Real Estate Law

COURSES FOR TEACHING PROFESSIONALS

Solving Classroom Discipline Problems
Ready, Set, Read!
The Creative Classroom
Integrating Technology in the K-5 Classroom
Introduction to Teaching ESL/EFL

ONLINE CERTIFICATE PROGRAMS

BCC in partnership with Gatlin Education Services (GES), offers online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Go to www.gatlineducation.com/broward to register and see a list of courses. **PLEASE NOTE:** Once the course is accessed either by requesting materials or viewing lessons, there are no refunds.

View complete course descriptions and register online at ce.broward.edu

No classes will be held on Mon., January 21, Fri., February 22, and Mon., March 3 through Sun., March 9, 2008

CLASSROOM COURSE REGISTRATION



ONLINE

ce.broward.edu/application

Next follow the directions for Application, Registration and Payment.

FOR REGISTRATION ASSISTANCE CALL 954-201-7800.



IN PERSON

Go to the Registrar's office on A. Hugh Adams Central Campus, North Campus, Judson A. Samuels South Campus, Willis Holcombe Center (Las Olas - Downtown) or Pines Center.

For room numbers listed as **TBA** in the Schedule refer to your course registration receipt

ONLINE COURSE REGISTRATION

- To register for **ONLINE E-LEARNING** courses see programs and registration instructions on page 10.
- ONLINE INSURANCE** - After registering online, fax your receipt to 561-432-5010, with your email address and phone number. A return email from Online Training, Inc. will provide you with website, user name and password information.

PARKING INFORMATION

NORTH, CENTRAL & SOUTH CAMPUS PARKING FEES: All students will be assessed a parking fee as part of their schedule which will allow them to receive a parking hang tag and park at any campus or center location for the term paid. Students may request an exemption from the parking fee. Students who receive the exemption will not be assessed the parking fee, will not receive a parking hang tag and will be subject to the same traffic rules, regulations and fines should they park on campus after receiving the exemption. After registering and paying for your class(es) print out your parking permit online at ce.broward.edu/parking (your auto tag number will be required).

DOWNTOWN PARKING: Park on the first six levels of the City Parking Garage located north of 111 E. Las Olas Blvd. Pay at the parking kiosks.

DISABILITIES/ADA: Call 954-201-7545 for information and brochure.

ONLINE TRAFFIC SCHOOL

CALL 954-201-2204 / COST \$34.95

Department of Highway Safety and Motor Vehicles approved online course is for those individuals that:

- Received a traffic ticket and wish to avoid getting points on their license
- Have been ordered to complete a Traffic Collision Avoidance Course.

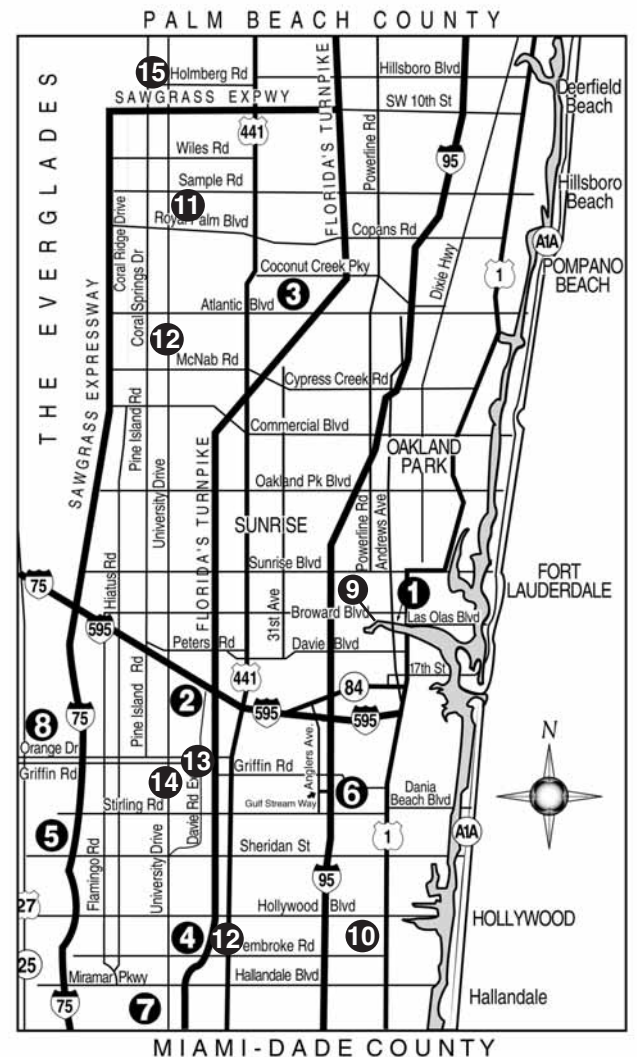
The four hour course is available 24 hours a day, 7 days a week and 365 days a year! It is self-paced, simple and does not require high-speed Internet connections or new computer equipment. Once it is completed, the courts will receive an electronic report and the student is mailed a certificate.

To register, go to ce.broward.edu

- 1) Click on Traffic School; 2) Register and pay online.

BCC CAMPUSES, CENTERS AND OFF-CAMPUS FACILITIES

- 1 WILLIS HOLCOMBE CENTER (LAS OLAS) DOWNTOWN**
111 East Las Olas Blvd., Fort Lauderdale, FL 33301
Walk-in Registration: Ground floor
Mon. - Thurs.: 8:00 a.m. - 4:30 p.m.;
Fri.: 8:00 a.m. - 4:00 p.m.
CONTINUING EDUCATION REGISTRATION ASSISTANCE IN INSTITUTE FOR ECONOMIC DEV., 4TH FLOOR
954-201-7800
- 2 A. HUGH ADAMS CENTRAL CAMPUS**
954-201-6960
3501 S.W. Davie Road, Davie, FL 33314
Walk-in Registration: Bldg. 19, 1st floor
Hours: Mon. - Thurs.: 8:00 a.m. - 7:00 p.m.;
Fri.: 8:00 a.m. - 4:00 p.m.
Bookstore (Bldg. 19): 954-201-6830
- 3 NORTH CAMPUS**
954-201-2204
1000 Coconut Creek Blvd., Coconut Creek, FL 33066
Walk-in Registration: Bldg. 46, 2nd floor
Hours: Mon. - Thurs.: 8:00 a.m. - 7:00 p.m.
Fri.: 8:00 a.m. - 4:00 p.m.
Bookstore (Bldg. 46): 954-201-2225
- 4 JUDSON A SAMUELS SOUTH CAMPUS**
954-201-8815
7200 Pines Blvd., Pembroke Pines, FL 33024
Walk-in Registration: Bldg. 68, Room 117
Hours: Mon. - Thurs.: 8:00 a.m. - 7:00 p.m.;
Fri.: 8:00 a.m. - 4:00 p.m.
Bookstore (Bldg. 67): 954-201-8805
- 5 PINES CENTER**
954-201-3609
16957 Sheridan Street, Pembroke Pines, FL 33331
Bookstore: 954-201-3604
- 6 TIGERTAIL LAKE CENTER**
580 Gulfstream Way, Dania Beach, FL 33004
No registration facilities
- 7 MIRAMAR CENTER**
7451 Riviera Blvd.
Miramar, FL 33023
- 8 WESTON CENTER**
4205 Bonaventure Blvd.
Weston, FL 33332
954-201-8501
- 9 GRAYSTONE MORTGAGE BUSINESS SCHOOL**
305 South Andrews Avenue, Suite 600
Ft. Lauderdale, FL 33301
Off-Campus Facility
- 10 MIY CERAMICS**
723 South 21st Avenue
Hollywood, FL 33020
Off-Campus Facility
- 11 CORAL SPRINGS CHARTER HIGH SCHOOL**
3205 N. University Drive, Coral Springs, FL 33065
Off-Campus Facility
- 12 GREATER TAMARAC CHAMBER OF COMMERCE**
8525 W. McNab Road, Tamarac, FL 33321
Off-Campus Facility
- 13 OLD DAVIE SCHOOL HISTORICAL MUSEUM**
6650 Griffin Road, Davie, FL 33314
Off-Campus Facility
- 14 CRUISING INTO ENGLISH, INC.**
6951 Stirling Road, Davie, FL 33314
Off-Campus Facility
- 15 CITY OF CORAL SPRINGS ECONOMIC DEVELOPMENT FOUNDATION/CHAMBER CONFERENCE ROOM**
11805 Heron Bay Blvd., Coral Springs, FL 33076
Off-Campus Facility



BCC'S REFUND POLICY

WITHDRAWALS: A student may withdraw from a course and request a refund from Continuing Education up until the day PRECEDING the offering. **NO REFUND** will be made after this deadline. **CANCELLED CLASSES:** Broward Community College reserves the right to cancel any course which does not meet student quota requirements. If insufficient enrollment requires cancelling of an offering, tuition fees will be fully refunded. In the event of weather emergencies, energy emergencies or other corresponding emergencies, every effort will be made to re-schedule the offering.

POLÍTICA DE REEMBOLSO DE BCC RETIROS: Estudiantes pueden retirarse de cualquier curso y pedir un reembolso hasta el día anterior al comienzo de clase. No se darán reembolsos después de esta fecha. **CANCELACION DE CLASES:** Broward Community College se reserva el derecho de cancelar cualquier curso el cual no tenga la cuota de alumnos requeridos. En dicho caso se reembolsará el costo del curso a los alumnos inscritos. En el evento de cualquier tipo de emergencia que resulte en la cancelación de clases se hará todo lo posible para ofrecer dichas clases en otro horario.