NOCE
NORTH ORANGE
CONTINUING EDUCATION

2021 Fall OPEN CLASS LIST

Career Technical Education (CTE)

Please refer to the NOCE 2021 Class Schedule for more information on course descriptions, prerequisites, and special course notes.

Management	COURSE DATES
BMGR/410 Elements of Supervision Inst: Baltazar, 6 Week Course/Remote **CRN: 50750**	8/16/21 – 9/24/21
BMGR/423 Introduction to Employment Law Inst: Berry, 6 Week Course/Remote **CRN: 50752**	8/16/21 – 9/24/21
BMGR/417 Effective Business Presentations Inst: Baltazar, 6 Week Course/Remote **CRN: 50754**	9/27/21 – 11/5/21
BMGR/421 Successful Negotiations Inst: Berry, 6 Week Course/Remote **CRN: 50755**	9/27/21 – 11/5/21
BMGR/610 Management Skills II Inst: Baltazar, 6 Week Course/Remote **CRN: 50753**	9/27/21 – 11/5/21

BUSINESS/OFFICE TECHNOLOGY	COURSE DATES
OTEC/100 Office Essentials CRN: 50799 Inst: McClurkin, 8 Week Course/Remote	8/16/21 – 10/8/21
OTEC/100 Office Essentials CRN: 51165 Inst: Teipe, 10 Week Course/Remote	8/16/21 – 10/22/21
OTEC/105 Microsoft Outlook Fundamentals CRN: 50801 Inst: Loayza, 6 Week Course/Remote	8/16/21 – 9/24/21
OTEC/110 Business Math for Office Technology Inst: Prey, 8 Week Course/Remote **CRN: 50804**	8/16/21 – 10/8/21
OTEC/210 Computer Concepts Application I Inst: Teipe, 7 Week Course/Remote **CRN: 50789**	8/16/21 – 10/1/21
OTEC/210 Computer Concepts Application I Inst: Kretschmar, 9 Week Course/Remote **CRN: 50790**	8/16/21 – 10/15/21
OTEC/211 Computer Concepts Application II Inst: Sedrak, 15 Week Course/Remote **CRN: 51175** *** Course Prerequisite**	8/16/21 – 11/26/21
OTEC/212 Computer Concepts Application III Inst: Sedrak, 9 Week Course/Remote **CRN: 50792** *** Course Prerequisite**	8/16/21 – 10/15/21

Online Lab	COURSE DATES
WFPR/100 Career Skills and Resources Lab Inst: Staff, 18 Week Course/**In-Person CRN: 51321**	8/16/21 – 12/17/21
WFPR/101 Virtual Career Skills and Resources Lab Inst: McClurkin, 6 Week Course/Remote **CRN: 51172**	8/16/21 – 9/24/21
WFPR/101 Virtual Career Skills and Resources Lab Inst: McClurkin, 6 Week Course/Remote **CRN: 51173**	9/27/21 – 11/5/21

Computer	COURSE DATES
COMP/685 Beginning Keyboarding Inst: Prey 9 Week Course/Remote **CRN: 50819**	8/16/21 – 10/15/21
COMP/685 Beginning Keyboarding Inst: Teipe 8 Week Course/Remote **CRN:51168**	8/16/21 – 10/8/21
COMP/685 Beginning Keyboarding Inst: Casper 9 Week Course/Remote **CRN: 50813**	8/16/21 – 10/15/21
COMP/685 Beginning Keyboarding Inst: Kretschmar 9 Week Course/Remote **CRN: 50822**	8/16/21 – 10/15/21
COMP/510 Keyboard Mastery I Inst: Casper, 8 Week Course/Remote *** Course Prerequisite CRN: 50807**	8/16/21 – 10/8/21
COMP/511 Keyboard Mastery II Inst: Casper, 8 Week Course/Remote *** Course Prerequisite CRN: 50810**	8/16/21 – 10/8/21
MS/104 Intro to MS Windows Oper Sys Inst: Ahmed, 9 Week Course/Remote **CRN: 50765**	8/16/21 – 10/15/21
MS/105 Introduction to Excel Inst: Sedrak, 9 Week Course/Remote **CRN: 50774**	8/16/21 – 10/15/21
MS/106 Introduction to Access Inst: Ahmed, 9 Week Course/Remote **CRN: 50780**	8/16/21 – 10/15/21
MS/143 Introduction to Publisher Inst: Loayza, 9 Week Course/Remote **CRN: 50776**	8/16/21 – 10/15/21
MS/144 Introduction to Word Inst: Ahmed, 9 Week Course/Remote **CRN: 50771**	8/16/21 – 10/15/21
MS/160 MS Office Overview Inst: Kretschmar, 9 Week Course/Remote **CRN: 50769**	8/16/21 – 10/15/21

Early Childhood Education	COURSE DATES
ECED/100 Early Childhood Development Inst: Hill-West, 9 Week Course/Remote **CRN: 51118**	8/16/21 – 10/15/21
ECED/105 Family Community Relationships Inst: Sueng, 9 Week Course/Remote **CRN: 51120**	8/16/21 – 10/15/21
ECED/110 Program Principles and Practice Inst: Sueng, 9 Week Course/Remote **CRN: 51122**	8/16/21 – 10/15/21
ECED/200 ECE Program Science and Math Inst: Hill-West, 9 Week Course/Remote **CRN: 51128**	8/16/21 – 10/15/21
ECED/205 Children with Special Needs Inst: Sueng, 9 Week Course/Remote **CRN: 51126**	8/16/21 – 10/15/21
ECED/210 Infant-Toddler Care and Education Inst: Hill-West, 9 Week Course/**In-Person** **CRN: 51127**	8/16/21 – 10/13/21

Electrical Technology	COURSE DATES
ELET/190 National Electrical Code Residential Inst: Faessel, 18 Week Course/**In-Person** **CRN: 51163**	8/16/21 – 12/17/21
ELET/195 Electrical Cost Estimating Inst: Massia, 18 Week Course/**In-Person** **CRN: 51164**	8/16/21 – 12/17/21

Funeral Service Assistant	COURSE DATES
FSRV/100 Intro to Funeral Service Practice Inst: Ojeda, 9 Week Course/Remote **CRN: 50760**	8/16/21 – 10/15/21
COMP/685 Beginning Keyboarding Inst: Prey 9 Week Course/Remote **CRN: 50819**	8/16/21 – 10/15/21
COMP/685 Beginning Keyboarding Inst: Teipe 8 Week Course/Remote **CRN: 51168**	8/16/21 – 10/8/21
COMP/685 Beginning Keyboarding Inst: Kretschmar 9 Week Course/Remote **CRN: 50822**	8/16/21 – 10/15/21
MEDA/101 Computer Healthcare & EHR Inst: Bacon, 9 Week Course/Remote *** Course Prerequisite CRN: 50907**	8/16/21 – 10/15/21
MEDA/101 Computer Healthcare & EHR Inst: Kane, 9 Week Course/Remote *** Course Prerequisite CRN: 50908**	8/16/21 – 10/15/21

Pharmacy Technician	COURSE DATES
PTEC/105 Pharmacy Operations Lab Inst: Shields, 9 Week Course/Remote *** Course Prerequisite CRN: 50895**	8/16/21 – 10/15/21
PTEC/110 Pharmaceutical Math Inst: Shields, 9 Week Course/Remote *** Course Prerequisite CRN: 50893**	8/16/21 – 11/5/21

Quality Assurance	COURSE DATES
QAMD/410 Docs & Database Management Medical Dev Inst: Vu, 9 Week Course/Remote **CRN: 51139**	8/16/21 – 10/15/21

Medical Assisting	COURSE DATES
MEDA/101 Computer Healthcare & EHR Inst: Kane, 9 Week Course/Remote *** Course Prerequisite CRN: 50908**	8/16/21 – 10/15/21
MEDA/101 Computer Healthcare & EHR Inst: Bacon, 9 Week Course/Remote *** Course Prerequisite CRN: 50907**	8/16/21 – 10/15/21
MEDA/110 Admin Medical Assisting Inst: Bacon, 8 Week Course/Remote *** Course Prerequisite CRN: 50909**	8/16/21 – 10/08/21
MEDA/111 Med Asst Admin Lab Inst: Bacon, 8 Week Course/Remote *** Course Prerequisite CRN: 50926**	8/16/21 – 10/08/21
MEDA/120 Med Assist Elect Health Recs Inst: Echolds, 6 Week Course/Remote *** Course Prerequisite CRN: 51102**	8/16/21 – 09/24/21
MEDA/121 Med Assist Elect Hlt Rec Lab Inst: Echolds, 6 Week Course/Remote *** Course Prerequisite CRN: 51104**	8/16/21 – 09/24/21
MEDA/130 Med Asst Financial Concept Inst: Bacon, 8 Week Course/Remote *** Course Prerequisite CRN: 50913**	8/16/21 – 10/08/21
MEDA/131 Med Asst Financial Concept Lab Inst: Bacon, 8 Week Course/Remote *** Course Prerequisite CRN: 50914**	8/16/21 – 10/08/21
MEDA/140 Medical Billing Intro Inst: Echolds, 8 Week Course/Remote *** Course Prerequisite CRN: 50915**	8/16/21 – 10/08/21
MEDA/141 Medical Billing Intro, Lab Inst: Echolds, 8 Week Course/Remote *** Course Prerequisite CRN: 50917**	8/16/21 – 10/08/21
MEDA/200 Med Assist Clinical Proced Theory I Inst: Kane, 9 Week Course/Remote *** Course Prerequisite CRN: 50919**	8/16/21 – 10/15/21
MEDA/200 Med Assist Clinical Proced Theory I Inst: Uy, 9 Week Course/Remote *** Course Prerequisite CRN: 51319**	8/16/21 – 10/15/21
MEDA/201 Med Asst Clinical Proced Lab I Inst: Oo, 9 Week Course/Hybrid *** Course Prerequisite CRN: 51290**	8/16/21 – 10/15/21
MEDA/210 Med Asst Clinical Proced Theory II Inst: Kane, 9 Week Course/Hybrid *** Course Prerequisite CRN: 50923**	8/16/21 – 10/15/21
MEDA/210 Med Asst Clinical Proced Theory II Inst: Uy, 9 Week Course/Hybrid *** Course Prerequisite CRN: 50924**	8/16/21 – 10/15/21