


Community Technology Training Centers

Winter 2011/2012 Schedule

<p>IMPORTANT! Orientation is required prior to enrollment in classes. Once you have attended orientation and completed our application, you may attend courses at any location</p> 	Location Initials	Name	Address	Notes		
	RRACC	Round Rock ACC	4400 College Park Drive, 78665	Building 2000, Room 2123		
	THS	Travis High School	1211 E Oltorf St, 78704	East Entrance, across from Denny's		
	EMHS	Eastside Memorial High School	1012 Arthur Stiles Road	Room 709 A & B - Enter near cafeteria		
	SKP	Skillpoint Main Offices	201 E. 2nd St, Ste B, 78702	On the corner of 2nd and San Jacinto		
	Orientation Schedule >	Date	Location	Time		
		Saturday, January 21	THS	noon-3 PM		
		Saturday, February 11	THS	noon-3 PM		
		Monday, February 27	EMHS	6-9 PM		
		Saturday, March 31	THS	noon-3 PM		

Updated December 20, 2011

Course Schedule >

Name of class	Section	Start Date	End Date	Location	Notes	Instructor
Intro to Document Creation - English	EMHSBeg112811DC	November 28, 2011	December 1, 2011	EMHS	M, T, W, Th 6-9 PM	M. Cofer
Fundamentals of MS Word	SKPInt112811Word	November 28, 2011	December 2, 2011	SKP	M, W, F 9 AM-1 PM	C. Barton
Fundamentals of MS Word	THSInt112811Word	November 28, 2011	December 1, 2011	THS	M, T, W, Th 6-9 PM	P. Smart
Intro to the PC, Internet and Email - Eng	EMHSBeg120511PCIE	December 5, 2011	December 8, 2011	EMHS	M, T, W, Th 6-9 PM	M. Cofer
Fundamentals of MS PowerPoint	SKPInt120511PP	December 5, 2011	December 9, 2011	SKP	M, W, F 9 AM-1 PM	C. Barton
Fundamentals of MS PowerPoint	THSInt120511PP	December 5, 2011	December 8, 2011	THS	M, T, W, Th 6-9 PM	P. Smart
Fundamentals of MS Excel	SKPInt121211Excel	December 12, 2011	December 16, 2011	SKP	M, W, F 9 AM-1 PM	C. Barton
Professional Development Week	THSPD121211	December 12, 2011	December 14, 2011	THS	M, T, W 6-9 PM	Various
Winter Break - Closed	NO CLASSES OR DROP-IN	December 17, 2011	January 20, 2012	ALL CAMPUSES	CLOSED****	CLOSED***
Intro To Keyboarding and Mouse - Eng	THSPrep012312	January 23, 2012	January 25, 2012	THS	M, T, W, Th 6-9 PM	Y. Arroyo
Windows OS - Beyond the Basics	EMHSInt012312BTB	January 23, 2012	January 26, 2012	EMHS	M, T, W, Th 6-9 PM	M. Cofer
Fundamentals of MS Excel	THSInt012312Excel	January 23, 2012	January 26, 2012	THS	M, T, W, Th 6-9 PM	G. Morrow
Fundamentals of Database Design	SKPInt0123212DD	January 23, 2012	January 27, 2012	SKP	M, W, F 9 AM-1 PM	P. Smart
Intro to Document Creation - English	THSBeg013012DC	January 30, 2012	February 2, 2012	THS	M, T, W, Th 6-9 PM	J. Noblitt
Fundamentals of MS Word	EMHSInt013012Word	January 30, 2012	February 2, 2012	EMHS	M, T, W, Th 6-9 PM	M. Cofer
Fundamentals of Database Design	THSInt013012DD	January 30, 2012	February 2, 2012	THS	M, T, W, Th 6-9 PM	G. Morrow
Business Applications of MS Office	SKPAdv013012BusApps	January 30, 2012	February 3, 2012	SKP	M, W, F 9 AM-1 PM	P. Smart
Intro to the PC, Internet and Email - Eng	THSBeg020612PCIE	February 6, 2012	February 9, 2012	THS	M, T, W, Th 6-9 PM	J. Noblitt
Fundamentals of MS PowerPoint	EMHSInt020612PP	February 6, 2012	February 9, 2012	EMHS	M, T, W, Th 6-9 PM	M. Cofer
Business Applications of MS Office	THSAdv020612BusApps	February 6, 2012	February 9, 2012	THS	M, T, W, Th 6-9 PM	G. Morrow
Intro To Keyboarding and Mouse - Eng	SKPPrep021312	February 13, 2012	February 17, 2012	SKP	M, W, F 9 AM-1 PM	J. Noblitt
Windows OS - Beyond the Basics	THSInt021312BTB	February 13, 2012	February 16, 2012	THS	M, T, W, Th 6-9 PM	J. Noblitt
Fundamentals of MS Excel	EMHSInt021312Excel	February 13, 2012	February 16, 2012	EMHS	M, T, W, Th 6-9 PM	M. Cofer
Fundamentals of MS Outlook	SKPAdv021312Outlook	February 13, 2012	February 16, 2012	SKP	M, T, W, Th 6-9 PM	G. Morrow
Intro to Document Creation - English	SKPBeg022012DC	February 20, 2012	February 24, 2012	SKP	M, W, F 9 AM-1 PM	J. Noblitt

Fundamentals of MS Word	THSInt022012Word	February 20, 2012	February 23, 2012	THS	M, T, W, Th 6-9 PM	J. Noblitt
Fundamentals of Database Design	EMHSInt022012DD	February 20, 2012	February 23, 2012	EMHS	M, T, W, Th 6-9 PM	M. Cofer
Intermediate Word	THSAdv022012IntWord	February 20, 2012	February 23, 2012	THS	M, T, W, Th 6-9 PM	G. Morrow
Professional Development Week	EMHSPD022812	February 28, 2012	March 1, 2012	EMHS	T, W, Th 6-9 PM	Various
Intro to the PC, Internet and Email - Eng	SKPBeg022712PCIE	February 27, 2012	March 2, 2012	SKP	M, W, F 9 AM-1 PM	J. Noblitt
Intro to Keyboarding and Mouse - Eng	EMHSPrep030512	March 5, 2012	March 7, 2012	EMHS	M, T, W 6-9 PM	S. Cisneros
Windows OS - Beyond the Basics	SKPInt030512BTB	March 5, 2012	March 9, 2012	SKP	M, W, F 9 AM-1 PM	J. Noblitt
Fundamentals of MS PowerPoint	THSInt030512PP	March 5, 2012	March 8, 2012	THS	M, T, W, Th 6-9 PM	G. Morrow
Business Applications of MS Office	EMHSAdv030512BusApps	March 5, 2012	March 8, 2012	EMHS	M, T, W, Th 6-9 PM	M. Cofer
Spring Break - Closed	NO CLASSES OR DROP-IN	March 9, 2012	March 18, 2012	ALL CAMPUSES	CLOSED****	CLOSED***
Intro to Document Creation - English	EMHSBeg031912DC	March 19, 2012	March 22, 2012	EMHS	M, T, W, Th 6-9 PM	J. Noblitt
Fundamentals of MS Word	SKPInt031912Word	March 19, 2012	March 23, 2012	SKP	M, W, F 9 AM-1 PM	C. Barton
Fundamentals of MS Excel	THSInt031912Excel	March 19, 2012	March 22, 2012	THS	M, T, W, Th 6-9 PM	G. Morrow
Intro to Computer Networks	SKPAdv031912Networks	March 19, 2012	March 22, 2012	SKP	M, T, W, Th 6-9 PM	TBA
Intro to the PC, Internet and Email - Eng	EMHSBeg032612PCIE	March 26, 2012	March 29, 2012	EMHS	M, T, W, Th 6-9 PM	J. Noblitt
Fundamentals of MS PowerPoint	SKPInt032612PP	March 26, 2012	March 30, 2012	SKP	M, W, F 9 AM-1 PM	C. Barton
Fundamentals of Database Design	THSInt032612DD	March 26, 2012	March 29, 2012	THS	M, T, W, Th 6-9 PM	G. Morrow
Intro to Computer Hardware	SKPAdv032612Hardware	March 26, 2012	March 29, 2012	SKP	M, T, W, Th 6-9 PM	TBA



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