Welcome to the Fall Session

Highlights for Fall 2008

What’s New? Office 2007

In preparation for the migration to MS Office 2007, this fall Staff Development is offering several classes to assist staff and faculty with the transition. The goal is to get people familiar and comfortable with the Office 2007 suite.

The fall classes will focus on Upgrading to Word and Excel 2007. During the Winter Intersession and Spring Semester additional classes on Upgrading to PowerPoint and Access 2007 will be offered.

Please refer to schedule below and for descriptions check the Staff Development Website at http://www.elcamino.edu/administration/staffdev/programs.asp

Register online

Training Offered at Compton Center

This fall an Introduction to ETUDES-NG and How to Teach Online: Building Content will be offered at the Compton Center campus.

As with all the classes offered, registration is open to faculty from both campuses.

Please refer to schedule below and for descriptions check the Staff Development Website at http://www.elcamino.edu/administration/staffdev/programs.asp

Register online

September - December 2008 Technology Classes

<table>
<thead>
<tr>
<th>September 2008</th>
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<tbody>
<tr>
<td><strong>TC100a</strong></td>
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<tr>
<td><strong>TC112</strong></td>
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<tr>
<td><strong>TC113a</strong></td>
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<tr>
<td><strong>TC100b</strong></td>
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<tr>
<td><strong>TC114</strong></td>
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<tr>
<td>Course Code</td>
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<tr>
<td>TC126</td>
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<tr>
<td>TC113b</td>
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<tr>
<td>TC100c</td>
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<tr>
<td>TC113c</td>
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<td>TC100d</td>
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**October 2008**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Location</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>TC115</td>
<td>Photoshop CS Level 1</td>
<td>W. Library Basement 19</td>
<td>Thu 10/2/08</td>
<td>1:00 - 3:00 pm</td>
</tr>
<tr>
<td>TC130</td>
<td>Omni OU Campus</td>
<td>W. Library Basement 19</td>
<td>Fri 10/3/08</td>
<td>9:00am - 12:00pm</td>
</tr>
<tr>
<td>TC116a</td>
<td>How to Teach Online: Building Content (3-Week Hybrid Course) - Part 1 of 3</td>
<td>C-29 - Computer Training Room - Compton Center</td>
<td>Mon 10/6/08</td>
<td>1:00 - 4:00 pm</td>
</tr>
<tr>
<td>TC117</td>
<td>Upgrading to Word 2007</td>
<td>W. Library Basement 19</td>
<td>Tue 10/7/08</td>
<td>9:00 - 11:00 am</td>
</tr>
<tr>
<td>TC127</td>
<td>Upgrading to Word 2007</td>
<td>W. Library Basement 19</td>
<td>Wed 10/8/08</td>
<td>2:00 - 4:00 pm</td>
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<tr>
<td>TC118a</td>
<td>How to Teach Online: Building Content (3-Week Hybrid Course) - Part 1 of 3</td>
<td>W. Library Basement 19</td>
<td>Fri 10/10/08</td>
<td>9:00am - 12:00pm</td>
</tr>
<tr>
<td>TC116b</td>
<td>How to Teach Online: Building Content (3-Week Hybrid Course) - Part 2 of 3</td>
<td>Online</td>
<td>Mon 10/13/08</td>
<td>TBA w/ instructor</td>
</tr>
<tr>
<td>TC100e</td>
<td>Open Lab - Drop-In Assistance</td>
<td>W. Library Basement 19</td>
<td>Mon 10/13/08</td>
<td>1:30 - 3:30 pm</td>
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<tr>
<td>TC119</td>
<td>Photoshop CS Level 2</td>
<td>W. Library Basement 19</td>
<td>Thu 10/16/08</td>
<td>1:00 - 3:00 pm</td>
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<td>TC118b</td>
<td>How to Teach Online: Building Content (3-Week Hybrid Course) - Part 2 of 3</td>
<td>Online</td>
<td>Fri 10/17/08</td>
<td>TBA w/ instructor</td>
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<tr>
<td>TC116c</td>
<td>How to Teach Online: Building Content (3-Week Hybrid Course) - Part 3 of 3</td>
<td>C-29 - Computer Training Room - Compton Center</td>
<td>Mon 10/20/08</td>
<td>1:00 - 4:00 pm</td>
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<tr>
<td>TC120</td>
<td>Upgrading to Word 2007</td>
<td>W. Library Basement 19</td>
<td>Thu 10/23/08</td>
<td>9:00 - 11:00 am</td>
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<td>TC118c</td>
<td>How to Teach Online: Building Content (3-Week Hybrid Course) - Part 3 of 3</td>
<td>W. Library Basement 19</td>
<td>Fri 10/24/08</td>
<td>9:00am - 12:00pm</td>
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<td>TC100f</td>
<td>Open Lab - Drop-In Assistance</td>
<td>W. Library Basement 19</td>
<td>Mon 10/27/08</td>
<td>1:30 - 3:30 pm</td>
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<td>TC132</td>
<td>Omni OU Campus</td>
<td>W. Library Basement 19</td>
<td>Tue 10/28/08</td>
<td>1:00 - 4:00 pm</td>
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<td>TC121a</td>
<td>Omni OU Educate (Part 1 of 3)</td>
<td>W. Library Basement 19</td>
<td>Wed 10/29/08</td>
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**November 2008**

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<tr>
<td>TC100g</td>
<td>Open Lab - Drop-In Assistance</td>
<td>W. Library Basement 19</td>
<td>Mon 11/3/08</td>
<td>1:30 - 3:30 pm</td>
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<td>TC122</td>
<td>Upgrading to Excel 2007</td>
<td>W. Library Basement 19</td>
<td>Tue 11/4/08</td>
<td>9:00 - 11:00 am</td>
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<tr>
<td>TC121b</td>
<td>Omni OU Educate (Part 2 of 3)</td>
<td>W. Library Basement 19</td>
<td>Wed 11/5/08</td>
<td>1:00 - 3:00 pm</td>
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<tr>
<td>TC123</td>
<td>Introduction to ETUDES-NG (Self-Paced)</td>
<td>Online</td>
<td>Thu 11/6/08</td>
<td>TBA w/ instructor</td>
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<tr>
<td>TC121c</td>
<td>Omni OU Educate (Part 3 of 3)</td>
<td>W. Library Basement 19</td>
<td>Wed 11/12/08</td>
<td>1:00 - 3:00 pm</td>
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<td>TC100h</td>
<td>Open Lab - Drop-In Assistance</td>
<td>W. Library Basement 19</td>
<td>Mon 11/17/08</td>
<td>1:30 - 3:30 pm</td>
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<td>TC124</td>
<td>Upgrading to Excel 2007</td>
<td>W. Library Basement 19</td>
<td>Thu 11/20/08</td>
<td>1:00 - 3:00 pm</td>
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<td>TC100i</td>
<td>Open Lab - Drop-In Assistance</td>
<td>W. Library Basement 19</td>
<td>Mon 11/24/08</td>
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**December 2008**

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<th>Time</th>
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<tbody>
<tr>
<td>TC100j</td>
<td>Open Lab - Drop-In Assistance</td>
<td>W. Library Basement 19</td>
<td>Mon 12/1/08</td>
<td>1:30 - 3:30 pm</td>
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<tr>
<td>TC125a</td>
<td>Introduction to ETUDES-NG (Part 1 of 3)</td>
<td>W. Library Basement 19</td>
<td>Tue 12/2/08</td>
<td>1:00 - 3:00 pm</td>
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<td>TC100k</td>
<td>Open Lab - Drop-In Assistance</td>
<td>W. Library Basement 19</td>
<td>Mon 12/8/08</td>
<td>1:30 - 3:30 pm</td>
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<td>TC125b</td>
<td>Introduction to ETUDES-NG (Part 2 of 3)</td>
<td>W. Library Basement 19</td>
<td>Tue 12/9/08</td>
<td>1:00 - 3:00 pm</td>
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<tr>
<td>TC125c</td>
<td>Introduction to ETUDES-NG (Part 3 of 3)</td>
<td>W. Library Basement 19</td>
<td>Tue 12/16/08</td>
<td>1:00 - 3:00 pm</td>
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You may register for classes [Online](#) or by phone at Ext 3872. Remember to identify the program title, date and time.