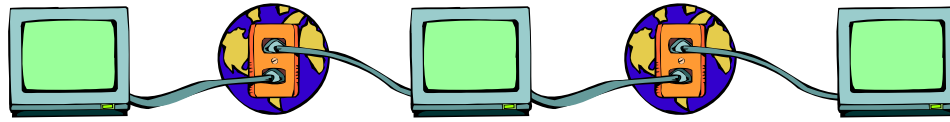


El Camino College  
Staff Development Office  
*Technology Training Schedule Fall 2008*



**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**

**September 2008**

TC100a	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 9/8/08	1:30 - 3:30 pm
TC112	Omni OU Campus	W. Library Basement 19	Wed 9/10/08	9:00am - 12:00pm
TC113a	Introduction to ETUDES-NG (Compton Center) - Part 1 of 3	C-29 - Computer Training Room - Compton Center	Fri 9/12/08	2:00 - 4:00 pm
TC100b	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 9/15/08	1:30 - 3:30 pm
TC114	Upgrading to Word 2007	W. Library Basement 19	Tue 9/16/08	9:00 - 11:00 am

TC126	Excel (2003) for Grade & Record Keeping	W. Library Basement 19	Thu 9/18/08	1:00 - 3:00 pm
TC113b	Introduction to ETUDES-NG (Compton Center) - Part 2 of 3	C-29 - Computer Training Room - Compton Center	Fri 9/19/08	2:00 - 4:00 pm
TC100c	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 9/22/08	1:30 - 3:30 pm
TC113c	Introduction to ETUDES-NG (Compton Center) - Part 3 of 3	C-29 - Computer Training Room - Compton Center	Fri 9/26/08	2:00 - 4:00 pm
TC100d	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 9/29/08	1:30 - 3:30 pm
<b>October 2008</b>				
TC115	Photoshop CS Level 1	W. Library Basement 19	Thu 10/2/08	1:00 - 3:00 pm
TC130	Omni OU Campus	W. Library Basement 19	Fri 10/3/08	9:00am - 12:00pm
TC116a	How to Teach Online: Building Content (3-Week Hybrid Course) - Compton Center - Part 1 of 3	C-29 - Computer Training Room - Compton Center	Mon 10/6/08	1:00 - 4:00 pm
TC117	Upgrading to Word 2007	W. Library Basement 19	Tue 10/7/08	9:00 - 11:00 am
TC127	Upgrading to Word 2007	W. Library Basement 19	Wed 10/8/08	2:00 - 4:00 pm
TC118a	How to Teach Online: Building Content (3-Week Hybrid Course) Part 1 of 3	W. Library Basement 19	Fri 10/10/08	9:00am-12:00pm
TC116b	How to Teach Online: Building Content (3-Week Hybrid Course) - Compton Center - Part 2 of 3 (ONLINE)	Online	Mon 10/13/08	TBA w/ instructor
TC100e	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 10/13/08	1:30 - 3:30 pm
TC119	Photoshop CS Level 2	W. Library Basement 19	Thu 10/16/08	1:00 - 3:00 pm
TC118b	How to Teach Online: Building Content (3-Week Hybrid Course) Part 2 of 3 ONLINE	Online	Fri 10/17/08	TBA w/ instructor
TC116c	How to Teach Online: Building Content (3-Week Hybrid Course) - Compton Center - Part 3 of 3	C-29 - Computer Training Room - Compton Center	Mon 10/20/08	1:00 - 4:00 pm
TC120	Upgrading to Word 2007	W. Library Basement 19	Thu 10/23/08	9:00 - 11:00 am
TC118c	How to Teach Online: Building Content (3-Week Hybrid Course) - Part 3 of 3	W. Library Basement 19	Fri 10/24/08	9:00am - 12:00pm
TC100f	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 10/27/08	1:30 - 3:30 pm
TC132	Omni OU Campus	W. Library Basement 19	Tue 10/28/08	1:00 - 4:00 pm
TC121a	Omni OU Educate (Part 1 of 3)	W. Library Basement 19	Wed 10/29/08	1:00 - 3:00 pm
<b>November 2008</b>				
TC100g	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 11/3/08	1:30 - 3:30 pm
TC122	Upgrading to Excel 2007	W. Library Basement 19	Tue 11/4/08	9:00 - 11:00 am
TC121b	Omni OU Educate (Part 2 of 3)	W. Library Basement 19	Wed 11/5/08	1:00 - 3:00 pm
TC123	Introduction to ETUDES-NG (Self-Paced)	Online	Thu 11/6/08 - Fri 11/28/08	TBA w/ instructor (3 weeks)
TC121c	Omni OU Educate (Part 3 of 3)	W. Library Basement 19	Wed 11/12/08	1:00 - 3:00 pm
TC100h	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 11/17/08	1:30 - 3:30 pm
TC124	Upgrading to Excel 2007	W. Library Basement 19	Thu 11/20/08	1:00 - 3:00 pm
TC100i	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 11/24/08	1:30 - 3:30 pm
<b>December 2008</b>				
TC100j	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 12/1/08	1:30 - 3:30 pm
TC125a	Introduction to ETUDES-NG (Part 1 of 3)	W. Library Basement 19	Tue 12/2/08	1:00 - 3:00 pm
TC100k	Open Lab - Drop-In Assistance	W. Library Basement 19	Mon 12/8/08	1:30 - 3:30 pm
TC125b	Introduction to ETUDES-NG (Part 2 of 3)	W. Library Basement 19	Tue 12/9/08	1:00 - 3:00 pm
TC125c	Introduction to ETUDES-NG (Part 3 of 3)	W. Library Basement 19	Tue 12/16/08	1:00 - 3:00 pm

You may register for classes [Online](#) or by phone at Ext 3872.

**Remember to identify the program title, date and time.**