



Business

Design

Technology

Career

Career Skills Institute (CSI)

Fall 2025

8/25-12/13

*HyFlex classes have faculty teaching in the classroom, with students participating in person or via Zoom.

Accounting (Business)

Schedule is subject to change

CRN	Dept	Course	Course Title	In-Person/ Zoom/Hyflex	Location	Start Date	End Date	Days	Start Time	End Time	Instructor
44353	ACTV	NC101	Intro to Accounting Basics 1	Zoom	ONLINE	9/3	10/1	Wed	5:15 PM	8:15 PM	Eva Schmidt
44354	ACTV	NC102	Intro to Accounting Basics 2	Zoom	ONLINE	10/8	10/29	Wed	5:15 PM	8:15 PM	Eva Schmidt
43167	ACTV	NC001	Setting up QB for sm. Business	Zoom	ONLINE	9/6	9/27	Sat	9:00 AM	12:50 PM	Carolyn Terry
43168	ACTV	NC002	Monthly Procedures using QB	Zoom	ONLINE	10/4	10/25	Sat	9:00 AM	12:50 PM	Carolyn Terry
43162	ACTV	NC003	Year End Procedures	Zoom	ONLINE	11/1	11/22	Sat	9:00 AM	12:50 PM	Carolyn Terry

Personal Development (Business)

CRN	Dept	Course	Course Title	In-Person/ Zoom/Hyflex	Location	Start Date	End Date	Days	Start Time	End Time	Instructor
44377	PDW	NC002	Strategic Job Search	Zoom	ONLINE	9/13	9/13	Sat	8:30 AM	4:30 PM	Janna Mori
45639	PDW	NC001	Personalized Career Planning	In-Person	Wake 4	10/10	10/17	Fri	9:00 AM	1:00 PM	Valerie Eirman
45640	PDW	NC004	Cover Letters and Resumes NEW	Zoom	ONLINE	10/11	10/11	Sat	9:00 AM	3:00 PM	Janna Mori
45641	PDW	NC003	Acing Your Interview NEW	Zoom	ONLINE	10/25	10/25	Sat	9:00 AM	3:00 PM	Janna Mori

Business

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CRN	Dept	Course	Course Title	In-Person/ Zoom/Hyflex	Location	Start Date	End Date	Days	Start Time	End Time	Instructor
45706	PROW	NC038	Increasing Productivity	Zoom Only	Online	9/9	9/9	Tue	8:30 AM	4:30 PM	Jane Gama
45607 P 45608 Z	PROW	NC005	Critical Thinking, Problem Solving and Decision Making	Hyflex	Wake 28	9/10	9/10	Wed	8:30 AM	4:30 PM	Randy-Aaron Kohn
44125 P 45138 Z	PROW	NC006	Leadership Skills	Hyflex	Wake 28	9/12	9/12	Fri	8:30 AM	4:30 PM	Linda Croyle
45598	COMW	NC001	Building an Equity Mindset	Fully Online	Fully Online	9/15	10/25	Fully Online			Dr. Carrie Hutchinson
45626 P 45626 Z	PROW	NC084	Maximize Trust, Minimize Conflict	Hyflex	Wake 28	9/16	9/16	Tue	8:30 AM	4:30 PM	Jane Gama
45616 P 45615 Z	PROW	NC032	Courageous Conversations	Hyflex	Wake 28	9/17	9/17	Wed	8:30 AM	4:30 PM	Jane Gama
45614	PROW	NC021	Coaching for Success	Zoom Only	Online	9/18	9/18	Thu	8:30 AM	4:30 PM	Mariaelena Welch
45680	PROW	NC210	Generating Content with AI Tools for Increased Efficiency NEW	Zoom Only	Online	9/19	9/26	Fri	8:30 AM	12:30 PM	Deborah Cujino Deras
45707	PROW	NC014	Motivating Yourself and Others	Zoom Only	Online	9/30	9/30	Tue	8:30 AM	4:30 PM	James Joyce III
45081 P 44527 Z	PROW	NC036	The Art of Negotiating and Collaborating	Hyflex	Wake 28	10/1	10/1	Wed	8:30 AM	4:30 PM	Luz Borjon
44323	PROW	NC083	Managing Workplace Stress	Zoom Only	Online	10/2	10/2	Thu	8:30 AM	4:30 PM	Deborah Cujino Deras
45600	ENTW	NC001	Entrepreneurship 101 NEW	In-Person	Wake 28	10/3	10/3	Fri	8:30 AM	4:30 PM	Anna Kwong
43236	PROW	NC010	Project Management for Non Project Managers	Zoom Only	Online	10/7	10/7	Tue	8:30 AM	4:30 PM	Mariaelena Welch
44121	PROW	NC017	Successfully Navigating Change	Zoom Only	Wake 28	10/8	10/8	Wed	8:30 AM	4:30 PM	James Joyce III
44394 P 45066 Z	PROW	NC004	Workplace Communication Strategies	Hyflex	Wake 28	10/9	10/9	Thu	8:30 AM	4:30 PM	Nick Duggan
44008 P 45139 Z	PROW	NC012	Supervisory Skills	Hyflex	Wake 28	10/10	10/10	Fri	8:30 AM	4:30 PM	Linda Croyle
45601	ENTW	NC002	Entrepreneurship Challenge: People and Finance	In-Person	Wake 14 new room	10/10	10/10	Fri	8:30 AM	4:30 PM	Anna Kwong
45605 P 45606 Z	PROW	NC003	Time Management	Hyflex	Wake 28	10/14	10/14	Tue	8:30 AM	4:30 PM	Randy Kohn
44603	PROW	NC006	Leadership Skills	Zoom Only	Online	10/15	10/15	Wed	8:30 AM	4:30 PM	James Joyce III
45613 P 45612 Z	PROW	NC019	Personality Styles and Challenging Relationships	Hyflex	Wake 28	10/16	10/16	Thu	8:30 AM	4:30 PM	Randy Kohn
45681	PROW	NC220	Creating Graphic Designs with AI Tools NEW	Zoom Only	Online	10/17	10/24	Fri	8:30 AM	12:30 PM	Deborah Cujino Deras
45618 P 45617 Z	PROW	NC033	Successfully Leading and Developing People	Hyflex	Wake 28	10/21	10/28	Tue	8:30 AM	4:30 PM	Jane Gama
44655	PROW	NC021	Coaching for Success	Zoom Only	Online	10/22	10/22	Wed	8:30 AM	4:30 PM	James Joyce III
45599	COMW	NC002	Applying an Equity Mindset	Fully Online	Fully Online	10/27	12/6	Fully Online			Dr. Carrie Hutchinson
45077	PROW	NC015	Building High Performance Teams	Zoom Only	Online	10/29	10/29	Wed	8:30 AM	4:30 PM	James Joyce III
45708	PROW	NC006	Leadership Skills	Zoom Only	Online	11/4	11/4	Tue	8:30 AM	4:30 PM	James Joyce III
45621 P 45126 Z	PROW	NC039	Innovation and Creativity	Hyflex	Wake 28	11/5	11/5	Wed	8:30 AM	4:30 PM	Nick Duggan
45623 P 45622 Z	PROW	NC050	Best Practice in Customer Service	Hyflex	Wake 28	11/6	11/6	Thu	8:30 AM	4:30 PM	Luz Borjon
43229 P 44313 Z	PROW	NC002	Persuasive Business Writing	Hyflex	Wake 28	11/18	11/18	Tue	8:30 AM	4:30 PM	James Joyce III
45620 P 45619 Z	PROW	NC038	Increasing Productivity	Hyflex	Wake 28	11/20	11/20	Thu	8:30 AM	4:30 PM	Luz Borjon
45625 P 45624 Z	PROW	NC067	High Impact Presentations and Proposals for the Workplace	Hyflex	Wake 28	12/2	12/2	Tue	8:30 AM	4:30 PM	Randy Kohn

45609 P 45127 Z	PROW	NC011	Process Improvement	Hyflex	Wake 28	12/3	12/3	Wed	8:30 AM	4:30 PM	Randy Kohn
45610 P 45070 Z	PROW	NC013	Emotional Intelligence in the Workplace New Date	Hyflex	Wake 28	12/4	12/4	Thu	8:30 AM	4:30 PM	Nick Duggan

Design

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CRN	Dept	Course	Course Title	In-Person/ Zoom/Hyflex	Location	Start Date	End Date	Days	Start Time	End Time	instructor
42385	MATW	NC003	Photoshop	Zoom Only	Online	8/29	10/3	Fri	9:00 AM	12:45 PM	Diana Musacchio
43165	PHOW	NC001	Digital Cameras, Digital Photos	In-Person	Wake 3	9/3	9/24	Wed	9:00 AM	11:15 AM	Chuck Place
43267	PHOW	NC003	Lightroom Classic 1	Zoom Only	Online	9/9	9/25	Tue,Thu	5:30 PM	7:55 PM	Bruce Burkhardt
45604	PHOW	NC020	Smartphone Photography NEW	In-Person	Wake 3	9/23	10/28	Tue	9:00 AM	11:25 AM	Chuck Place
45064 P 45602 Z	MATW	NC003	Photoshop	Hyflex	Wake 3	9/29	10/22	Mon,Wed	5:00 PM	7:55 PM	Diana Musacchio
43268	PHOW	NC004	Lightroom Classic 2	Zoom Only	Online	9/30	10/16	Tue,Thu	5:30 PM	7:55 PM	Bruce Burkhardt
45603	PHOW	NC006	Editorial Photography	In-Person	Wake 3	10/1	10/29	Wed	9:00 AM	12:05 PM	Chuck Place
44067	GDPW	NC010	Introduction to Adobe Illustrator	Zoom only	Online	10/10	11/14	Fri	9:00 AM	12:45 PM	Diana Musacchio
43270	PHOW	NC005	Lightroom Classic 3	Zoom Only	Online	10/21	11/6	Tue,Thu	5:30 PM	7:55 PM	Bruce Burkhardt
44205	GDPW	NC001	Digital Design Techniques	Zoom only	Online	10/27	11/12	Mon,Wed	5:00 PM	9:00 PM	Diana Musacchio
43271	GDPW	NC005	Photoshop Overview (date changed)	Zoom Only	Online	11/1	11/22	Sat	9:00 AM	12:15 PM	Bruce Burkhardt
43269	PHOW	NC002	Photoshop for Digital Photographers	Zoom only	Online	11/13	12/11	Tue,Thu	5:30 PM	8:15 PM	Bruce Burkhardt

Technology

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CRN	Dept	Course	Course Title	In-Person/ Zoom/Hyflex	Location	Start Date	End Date	Days	Start Time	End Time	instructor
43215	CMPW	NC63A	MS Excel 1	In-Person	Wake 5	9/2	9/11	Tue,Thu	6:00 PM	8:15 PM	Vince Wong
44261 P 45575 Z	CMPW	NC030	Introduction to the Mac	Hyflex	Wake 3	9/3	9/17	Mon,Wed	1:00 PM	4:15 PM	Diana Musacchio
45583 P 45584 Z	CMPW	NC51A	MS Word 1	Hyflex	Wake 5	9/6	9/16	Tue,Thu	9:00 AM	12:10 PM	Esther Frankel
43999	CMPW	NC012	Maximize Perform/Google Drive	In-Person	Wake 5 (new room)	9/8	9/29	Mon,Wed	9:00 AM	11:05 AM	J Cesar Lara
43217	CMPW	NC63B	MS Excel 2	In-Person	Wake 5	9/23	10/2	Tue,Thu	6:00 PM	8:15 PM	Vince Wong
45576 P 44262 Z	CMPW	NC031	Introduction to the Mac OX X Level 1	Hyflex	Wake 3	9/24	10/13	Mon,Wed	1:00 PM	4:15 PM	Diana Musacchio
45580	CMPW	NC041	Email for Beginners	In-Person	Wake 5 (new room)	10/6	10/15	Mon,Wed	9:00 AM	11:20 AM	J Cesar Lara
45586 P 45587 Z	CMPW	NC51B	MS Word 2	Hyflex	Wake 5	10/7	10/14	Tue,Thu	9:00 AM	12:10 PM	Esther Frankel
43218	CMPW	NC63C	MS Excel 3	In-Person	Wake 5	10/14	10/23	Tue,Thu	6:00 PM	8:15 PM	Vince Wong
45577 P 44263 Z	CMPW	NC032	Introduction to the Mac OS X Level 2	Hyflex	Wake 3	10/15	11/3	Mon,Wed	1:00 PM	4:15 PM	Diana Musacchio
45589 P 44263 Z	CMPW	NC51C	MS Word 3	Hyflex	Wake 5	10/16	10/23	Tue,Thu	9:00 AM	12:10 PM	Esther Frankel
44360	CMPW	NC014	Facebook for Business	Zoom	Online	10/17	10/17	Fri	8:30 AM	4:30 PM	Dr. BilliJo Starr
45579	CMPW	NC040	Searching the Web	In-Person	Wake 5 (new room)	10/20	10/29	Mon,Wed	9:00 AM	11:20 AM	J Cesar Lara
43216 P 45060 Z	CMPW	NC63A	MS Excel 1	Hyflex	Wake 5	10/28	11/4	Tue,Thu	9:00 AM	12:10 PM	Esther Frankel
45578	CMPW	NC037	Living the iLife	Moved to Zoom only	Online	11/5	11/24	Mon,Wed	1:00 PM	4:45 PM	Diana Musacchio
45041	CMPW	NC51A	MS Word 1	In-Person	Wake 5	11/12	11/20	Wed, Thu	6:00 PM	8:15 PM	Vince Wong
45051 P 45590 Z	CMPW	NC55A	MS PowerPoint 1 (day/time changed)	Hyflex	Wake 5	11/17	11/26	Mon,Wed	9:00 AM	11:15 AM	Pending Staff
45593 P 45594 Z	CMPW	NC63B	MS Excel 2	Hyflex	Wake 5	11/18	11/25	Tue,Thu	9:00 AM	12:15 PM	Esther Frankel
44359	CMPW	NC017	LinkedIn for Business	Zoom	Online	11/21	11/21	Fri	8:30 AM	4:30 PM	Dr. BilliJo Starr
45597	CNEW	NC070	Intro to Handheld Devices	In-Person	Wake 3	12/1	12/8	Mon,Wed	1:00 PM	4:15 PM	Diana Musacchio
45591 P 45592 Z	CMPW	NC55B	MS PowerPoint 2 (day/time changed)	Hyflex	Wake 5	12/1	12/10	Mon,Wed	9:00 AM	11:15 AM	Pending Staff
45595 P 45596 Z	CMPW	NC63C	MS Excel 3	Hyflex	Wake 5	12/2	12/9	Tue,Thu	9:00 AM	12:10 PM	Esther Frankel
45585	CMPW	NC51B	MS Word 2 (updated dates and days)	In-Person	Wake 5	12/2	12/10	Tue, Wed	6:00 PM	8:15 PM	Vince Wong
45581	CMPW	NC080	Setting Up A Blog	In-Person	Wake 3	12/3	12/10	Wed	9:00 AM	12:55 PM	Chuck Place
44016	CMPW	NC018	YouTube for Business	Zoom Only	Online	12/5	12/5	Fri	8:30 AM	4:30 PM	Pending Staff
45582	CMPW	NC081	Create Compelling Content	In-Person	Wake 3	12/5	12/12	Fri	9:00 AM	1:00 PM	Diana Musacchio

Career

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CRN	Dept	Course	Course Title	In-Person/ Zoom/Hyflex	Location	Start Date	End Date	Days	Start Time	End Time	instructor
42381	EHV	NC001	Green Gardener: Module 1	In-Person	Schott 5	8/25	10/18	Mon	5:30 PM	8:20 PM	Oscar Carmona
43172	AHV	NC020	Personal Care I:Basic Care (Must meet with Advisor call 805-898-8121 or email csi@sbcc.edu)	In-Person	Wake 18	9/8	10/22	Mon,Wed	5:30 PM	8:20 PM	Marybeth Noggle
44237 P 43227 Z	CTV	NC021	Deconstruction and ReUse	Hyflex	Wake 23	9/10	10/15	Wed	6:00 PM	8:15 PM	Carol Ashley
43374	EHV	NC207	Small Scale Food Production 1	Zoom Only	Online	9/18	10/10	Thu	4:00 PM	7:10 PM	Oscar Carmona
45093	CTV	NC012	Intermediate Finish Carpentry	In-Person	Wake 24	9/23	10/14	Tue	5:00 PM	8:00 PM	Rod Utt
44298	EHV	NC208	Small Scale Food Production 2	Lifescape Gardens/ Chumash Preserve-Credit Campus		9/23	10/14	Tue	9:00 AM	12:00 PM	Oscar Carmona
43375	EHV	NC208	Small Scale Food Production 2	Zoom Only	Online	10/16	11/7	Thu	4:00 PM	7:10 PM	Oscar Carmona
42383	EHV	NC002	Green Gardener: Module 2	In-Person	Schott 6	10/20	12/13	Mon	5:30 PM	8:20 PM	Oscar Carmona
45512	CTV	NC014	CT Measuring/Estimating	In-Person	Wake 24	10/21	11/18	Tue	5:00 PM	8:00 PM	Rod Utt
45134	EHV	NC207	Small Scale Food Production 1	Lifescape Gardens/ Chumash Preserve-Credit Campus		10/21	11/4	Tue	9:00 AM	1:00 PM	Oscar Carmona
45514	EHV	NC002	Green Gardener: Module 2	In-Person	Wake 28	10/22	12/13	Wed	5:30 PM	8:20 PM	Oscar Carmona
43173	AHV	NC021	Personal Care Attendant II (Must meet with the Advisor call 805-898-8121 or email csi@sbcc.edu)	In-Person	Wake 18	10/27	11/17	Mon,Wed	5:30 PM	8:20 PM	Marybeth Noggle
44238 P 43226 Z	CTV	NC022	Repurposing and Refurbishing (skip 11/26)	Hyflex	Wake 23	10/29	12/10	Wed	6:00 PM	8:15 PM	Carol Ashley
45135	EHV	NC208	Small Scale Food Production 2	Lifescape Gardens/ Chumash Preserve-Credit Campus		11/18	12/2	Tue	9:00 AM	1:00 PM	Oscar Carmona

Workshop Classes

CRN	Dept	Course	Course Title	In-Person/ Zoom/Hyflex	Location	Start Date	End Date	Days	Start Time	End Time	instructor
45094	CTV	NC002	Construction Finish Carpentry	In-Person	Wake 10	8/27	9/17	Wed	5:30 PM	8:30 PM	Rod Utt
43224	CTV	NC002	Construction Finish Carpentry	In-Person	Wake 10	8/28	9/18	Thu	10:00 AM	1:00 PM	Timothy Palmer
45095	CTV	NC002	Construction Finish Carpentry	In-Person	Wake 10	9/24	10/15	Wed	5:30 PM	8:30 PM	Rod Utt
45090	CTV	NC002	Construction Finish Carpentry	In-Person	Wake 10	9/25	10/16	Thu	10:00 AM	1:00 PM	Timothy Palmer
45637	CTV	NC002	Construction Finish Carpentry	In-Person	Wake 10	10/22	11/12	Wed	5:30 PM	8:30 PM	Rod Utt
45091	CTV	NC002	Construction Finish Carpentry	In-Person	Wake 10	10/23	11/13	Thu	10:00 AM	1:00 PM	Timothy Palmer
45638	CTV	NC002	Construction Finish Carpentry	In-Person	Wake 10	11/19	12/10	Wed	5:30 PM	8:30 PM	Rod Utt
45510	CTV	NC002	Construction Finish Carpentry	In-Person	Wake 10	11/20	12/11	Thu	10:00 AM	2:00 PM	Timothy Palmer

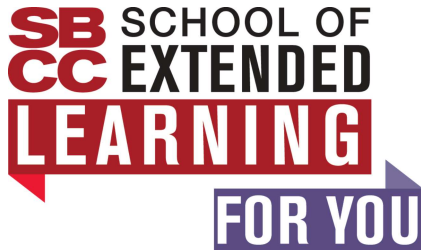
Bilingual Computer classes

CRN	Dept	Course	Course Title	In-Person/ Zoom/Hyflex	Location	Start Date	End Date	Days	Start Time	End Time	instructor
43504	CMPW	NC010	Comp/Skills /Bilingual	In-Person	Schott 17	8/25	10/18	Mon,Wed	11:35 AM	2:35 PM	Norma Graffius
43505	CMPW	NC005	Microsoft Word Fund/Bilingual	In-Person	Wake 6	8/25	10/18	Mon,Wed	11:35 AM	2:35 PM	Cesar Lara Perez
45038	CMPW	NC002	Intro to Computers /Bilingual	In-Person	Schott 17	8/25	10/18	Mon,Wed	2:40 PM	5:35 PM	Antonieta Soto
45129	CMPW	NC003	Intro to WindowsOS /Bilingual	In-Person	Wake 6	8/25	10/18	Mon,Wed	4:00 PM	6:55 PM	Raul Uribe
44694	CMPW	NC002	Intro to Computers /Bilingual	In-Person	Wake 6	8/26	10/18	Tue,Thu	11:35 AM	2:35 PM	Cesar Lara Perez
45087	CMPW	NC007	Microsoft Excel /Bilingual	In-Person	Schott 17	8/26	10/18	Tue,Thu	11:35 AM	2:35 PM	Norma Graffius
44685	CMPW	NC010	Comp/Skills /Bilingual	In-Person	Schott 17	8/26	10/18	Tue,Thu	2:40 PM	5:35 PM	Antonieta Soto
45088	CMPW	NC005	Microsoft Word Fund/Bilingual	In-Person	Wake 6	8/26	10/18	Tue,Thu	4:00 PM	6:55 PM	Raul Uribe
44129	CMPW	NC006	MS PowerPoint /Bilingual	Zoom Only	Online	8/26	10/18	Tue,Wed,Thu	1:00 PM	3:00 PM	Araceli Aparisio
44130	CMPW	NC002	Intro to Computers/Bilingual (Time Change)	Zoom Only	Online	8/26	10/18	Tue,Wed,Thu	5:30 PM	7:30 PM	Norma Bahena
43507	CMPW	NC003	Intro to WindowsOS /Bilingual	In-Person	Wake 6	10/20	12/13	Mon,Wed	11:35 AM	2:35 PM	Cesar Lara Perez
45642	CMPW	NC006	MS PowerPoint /Bilingual	In-Person	Schott 17	10/20	12/13	Mon,Wed	11:35 AM	2:35 PM	Norma Graffius
44683	CMPW	NC007	Microsoft Excel /Bilingual	In-Person	Schott 17	10/20	12/13	Mon,Wed	2:40 PM	5:30 PM	Antonieta Soto
44679	CMPW	NC006	MS PowerPoint /Bilingual	In-Person	Wake 6	10/20	12/13	Mon,Wed	4:00 PM	6:55 PM	Raul Uribe
44692	CMPW	NC004	Internet and Email/Bilingual	In-Person	Schott 17	10/21	12/13	Tue,Thu	11:35 AM	2:35 PM	Norma Graffius
45193	CMPW	NC007	Microsoft Excel /Bilingual	In-Person	Wake 6	10/21	12/13	Tue,Thu	11:35 AM	2:35 PM	Cesar Lara Perez
44693	CMPW	NC005	Microsoft Word Fund/Bilingual	In-Person	Schott 17	10/21	12/13	Tue,Thu	2:40 PM	5:35 PM	Antonieta Soto
44195	CMPW	NC010	Comp/Skills /Bilingual	In-Person	Wake 6	10/21	12/13	Tue,Thu	4:00 PM	6:55 PM	Raul Uribe
45574	CMPW	NC005	Microsoft Word Fund/Bilingual	Zoom Only	Online	10/21	12/13	Tue,Wed,Thu	1:00 PM	3:00 PM	Araceli Aparisio
45084	CMPW	NC004	Internet and Email/Bilingual (Time Change)	Zoom Only	Online	10/21	12/13	Tue,Wed,Thu	5:30 PM	7:30 PM	Norma Bahena

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Schedule is subject to change 8.23.25

SBCC School of Extended Learning
 Career Skills Institute
 Wake Campus
 300 N Turnpike Road
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Registration QR Code
 or go to sel.sbccc.edu