

Computer Technology Training Center

Computer Application Classes

For information or to register for the classes listed below, please call the CTTC office at 503-315-4265.

Introduction to Computers (CRN 13622) Learn the basics of computer use in a relaxed environment. No previous computer experience required. Topics include Windows XP, MS Word and Excel Basics, Internet, Email, buying a computer and computer virus protection. 6–9 p.m., Thursday, July 20–Aug. 10. Bldg. 6, Rm. 216. \$135.

Crystal Reports (CRN 13607) This class covers both basic and moderately advanced methods of creating reports with Crystal Reports. Beginning students will concentrate on the common, everyday elements of report design and production, while more advanced students will explore more sophisticated and specialized Crystal features. 8:30 a.m.–4:30 p.m., Wednesday, Thursday July 12 & 13. Bldg. 4, Rm. 272. \$185.

Oracle Raptor (CRN 13621) 9 a.m.–5 p.m., Saturday, July 29. Bldg. 6, Rm. 216. \$198.

QuickBooks Pro 2005 level 1 (CRN 13624) Introductory class for students with minimal computer/bookkeeping skills. Topics include creating a company profile, working with lists, setting up inventory, selling your products, payment processing, invoicing, working with bank accounts and online banking, entering and paying bills, and using the EasyStep Interview. 2–5:10 p.m., Friday, July 7–28. Santiam Campus. \$185.

QuickBooks Pro 2005 level 2 (CRN 13623) Continuation of QuickBooks Pro Series 1 Covers functions like customizing forms, using QuickBooks other accounts, creating reports and graphs, tracking and paying sales tax, doing payroll, estimating, time tracking, writing letters and synchronizing with contacts. 2–5:10 p.m., Aug. 4–Sept. 1 (no class Aug. 25). Santiam Campus. \$185.

MS Project (CRN 13609) 8:30 a.m.–4:30 p.m., Wednesday and Thursday, July 26 & 27. Bldg. 4, Rm. 272. \$185.

Adobe classes

New for Summer Term! Call 503-315-4265 for information or to register.

Beginning Photoshop (CRN 13606) 8:30 a.m.–4:30 p.m., Monday, Wednesday, July 17 & 19. Bldg. 4, Rm. 272. \$185.

Acrobat Basics (CRN 13601) 8:30 a.m.–4:30 p.m., Monday, July 24. Bldg. 4, Rm. 272. \$98.

InDesign (CRN 13602) 8:30 a.m.–4:30 p.m., Monday, Wednesday, Aug. 7 & 9. Bldg. 4, Rm. 272. \$185.

Technical Certification Preparation

A+ and Microsoft Certification Preparation Classes

CTTC: 503-315-4265
computer@chemeketa.edu

A+ Certification

A+ Certification Preparation (CRN 13626) Earning A+ Certification means you possess the knowledge, technical skills, and computer relations techniques essential for becoming a successful computer service technician. This course covers the hardware and software technologies needed to pass the certification exam. A few of the topics covered are: troubleshooting and preventive maintenance, hardware installation and configuration, diagnostics and repair, printers, the Internet, Wide Area Network infrastructure, customer service, DOS, and Windows hardware and software management. Jim Wiggins, instructor. 8:30 a.m.–4:30 p.m., Saturday, July 8–Aug. 26. Bldg. 4, Rm. 272. \$1005.

Microsoft Certified Systems Engineer (MCSE)

For students just beginning the MCSE Series, classes 2285, 2276, and 2278

MCSE #2285 (CRN 13600) Installing, Configuring and Administering Microsoft Windows XP Professional 5:30–9:30 p.m., Monday–Thursday, July 10, 11, 12, 13. Bldg. 4, Rm. 272. \$498.

MCSE #2276 (CRN 13610) Implementing a Microsoft Windows Server 2003 Network Infrastructure 5:30–9:30 p.m., Tuesday, Thursday, July 18, 20, 25, 27. Bldg. 4, Rm. 272. \$498.

MCSE #2278 Implementing a Microsoft Windows Server 2003 Network Infrastructure 5:30–9:30 p.m., Monday, Tuesday, Wednesday, Aug. 21–Sept. 13. Bldg. 4, Rm. 272. \$1012.

For students continuing in the MCSE Series, classes 2285 and 2823

MCSE #2285 (CRN 13600) Installing, Configuring and Administering Microsoft Windows XP Professional 5:30–9:30 p.m., Monday–Thursday, July 10, 11, 12, 13. Bldg. 4, Rm. 272. \$498.

MCSE #2823 (CRN 13611) Implementing and Administering Security in a Microsoft Windows Server 2003 Network 5:30–9:30 p.m., Monday, Wednesday, July 17–Aug. 16. Bldg. 4, Rm. 272. \$1012.

Elements of Supervision

(CRN 13684) Delivery of training for both new and veteran supervisors in four weekly three-hour sessions. Sessions are interactive, focused and productive. Training over time reinforces learning and makes the trainer available to trainees for assistance, problem-solving, and clarification. Topics include Moving from Peer to Leader, Supervisory Skills Assessment, Time Management, Effective Performance Management, Coaching, Conducting a Performance Evaluation, Corrective Action, How to Motivate Employees and Celebrate Success. Each participant will leave with a 3-ring binder full of useful reference material giving them the skills to effectively supervise and lead people at their place of employment. Christine Watson, instructor. 1–4 p.m., Tuesdays, July 25–Aug. 15. TED Center. \$195.

Youth Classes

Exciting and educational classes starting this summer at Chemeketa

Students going into grades 3–10. Call the CTTC office for more information or to register for these classes: 503-315-4265 or visit our web site at cttc.chemeketa.edu. All classes are taught at Chemeketa's main campus on Lancaster Drive.

Introduction to Computers for kids

Learn the basics from parts of a computer (motherboard, input output devices, etc.), what computer to buy (memory, speed, etc.), basic computer security and use, plus file management. This class is a good prerequisite to other advanced computer courses such as Website Design, Gaming, and Computer Coding. Maximum number of students is 15.

Session 1: Students, grades 3–5. 9 a.m.–noon, June 26–29, Bldg. 4, Rm. 272. \$125.

Session 2: Students, grades 6–8. 1–4 p.m., June 26–29. Bldg. 4, Rm. 272. \$125.

Intro to Structural Engineering

Learn basic structural engineering concepts as you compete to build the tallest freestanding tower using drinking straws and your imagination. You will also learn concepts critical to other structures like bridges and buildings. Maximum number of students is 15.

Session 1: Students, grades 4–6. 9 a.m.–noon, June 21. \$50.

Session 2: Students, grades 7–10. 1–4 p.m., June 21. \$50.

Basic Rocket Engineering

Get ready to blast off and learn basic engineering concepts as you build and test your very own water rocket (plastic soda bottle propelled with water and air). Safety will be stressed and required throughout the class, and rocket launches will only be done one at a time and in the presence of the instructor. Maximum number of students is 15.

Session 1: Students, grades 4–6. 9 a.m.–noon, June 22. \$50.

Session 2: Students, grades 7–10. 1–4 p.m., June 22. \$50.

Creating a Movie Poster with Adobe

Make your own movie poster as you gain hands-on experience with the same computer software professional graphic designers use to make magazines, books, and posters. Make an Adobe PDF of your work that you can e-mail to all your friends, and get your poster printed at a professional print shop. Maximum number of students is 15.

Session 1: Students, grades 3–5. 9 a.m.–noon, Aug. 14–17. Bldg. 4, Rm. 272. \$125.

Session 2: Students, grades 4–7. 1–4 p.m., Aug. 14–17, Bldg. 4, Rm. 272. \$125.

Physics with Legos

Using Lego building components, you will investigate structural designs and employ gears, cams and pendulums to explore kinetic and stored energy. Working individually and in teams, you will build towers and Ping-Pong launchers and solve the puzzle of the contents of the “mystery boxes.” With the addition of electric motors, you will build and improve a motorized crane, a “Tug - Boat” and a steerable car. Use acceleration, velocity and electric motors to create truly sophisticated projects. Maximum number of students is 15.

Session 1: Students, grades 3–5. 9 a.m.–noon, Aug. 21–24. Bldg. 4, Rm. 272. \$155.

Session 2: Students, grades 4–6. 1–4 p.m., Aug. 21–24. Bldg. 4, Rm. 272. \$155.

SUMMER YOUTH CAREER CAMP 2006!

at
Chemeketa Community College

A great opportunity
for career exploration!

JUNE 20-23

Hands On Experience!

Students can choose from 8 different
career tracks each day of the camp.

Join us for 1 day or for all 4!

Registration fee: **\$25.00**
Includes lunch!

For information and updates:
Click: www.mwec.org or Call: **503.589.7795**

Computers for Seniors

Hands-on computer classes for Senior Citizens or those wanting to learn at a more leisurely pace. For information or to register for these classes, please call the CTTC office at 503-315-4265.

Computers for Seniors level 1

(CRN 13860) No computer experience necessary. 1–3 p.m., Monday, Tuesday, Wednesday, July 10–19. Bldg. 6, Rm. 217. \$55.

Computers for Seniors level 2

(CRN 13389) Builds on what you learned in level 1. 1–3 p.m., Monday, Tuesday, Wednesday, July 24–Aug. 2. Bldg. 6, Rm. 217. \$55.

Computers for Seniors: Secure Buying and Selling

(CRN 13627) 1–3 p.m., Monday, Tuesday, Wednesday, Aug. 7, 8, 9. Bldg. 6, Rm. 217. \$35.

Computers for Seniors: Projects with Pictures

(CRN 13391) 1–3 p.m., Monday, Tuesday, Wednesday, Aug. 14, 15, 16. Bldg. 6, Rm. 217. \$35.

COMPUTER TECHNOLOGY TRAINING CENTER



The CTTC provides quick, intensive and complete instructor-led training for business and home users. Our classes begin with the basics and move into high-tech certification preparation such as A+ and Microsoft IT Academy. The CTTC will assess your staff's current skills and measure their success after completing our classes. If you don't see the class you need in our schedule, give us a call; we can set up a class for you. Many of our students have minimal or no computer skills. Whether you are a beginner or advanced user, we have classes that fit your needs.

<http://cttc.chemeketa.edu>



CHEMEKETA
COMMUNITY COLLEGE

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Salem, OR 97305

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New! Prometric Testing Center IT Certification Testing

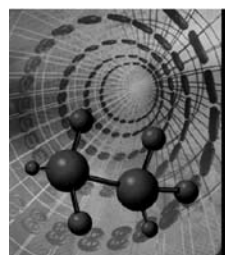


Starting in January the CTTC will be offering official certification testing at Chemeketa's main campus in Salem. Tests will be on Fridays, 8 a.m.–2:30 p.m.

Call 503-315-4265 for information. Go to www.prometric.com to register for a test

The Oregon Gateway for Business and Education

<http://oregongateway.trainingmatrix.com>



The Gateway Project, developed by the Enterprise for Employment and Education and supported through a \$2.76 million grant from the U.S. Department of Labor, connects businesses to cutting edge training through the Oregon Gateway for Business and Education portal and the Advanced Manufacturing and Technology Institute.

CHEMEKETA
COMMUNITY COLLEGE

Bldg. 4, Rm 272 • 503-315-4265
4000 Lancaster Dr. NE, Salem, OR 97305
<http://cttc.chemeketa.edu> • e-mail: computer@chemeketa.edu

Chemeketa Community College is an equal opportunity, affirmative action institution. For special accommodations, contact Disability Services, 503-399-5192, (voice TTY) at least two weeks in advance.



NEW
#this summer

Youth classes starting this summer.

Look inside for the new listing of summer classes for grades 3–10. These one- to four-day workshops include computer classes, basic engineering (learn to build a freestanding tower), rocket engineering and Lego physics.

Class size is limited, call 503-315-4265 to register now or visit our website at

<http://cttc.chemeketa.edu>