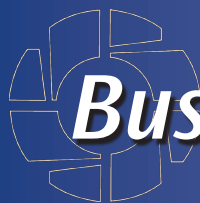




**Corporate and Continuing Education**

*Fall 2017*  
*Course Catalog*



# Business & Professional Training

York Tech offers a range of the world's leading training products to create a unique portfolio of innovative solutions, to increase your success in the business world.

## Professional Development

Course Name	Course Code	Dates	Days	Time
SHRM Certified HR Professional (Exam Prep)	XMGT-505-100	8/28 - 11/27	M	6:00PM - 9:00PM
SHRM Essentials of HR Management	XMGT-502-001	10/10 - 10/11	TW	9:00AM - 4:00PM
Survival Skills for New Supervisors	XBUS-507-004	10/19	Th	1:00PM - 5:00PM
Survival Skills for New Supervisors*	XBUS-507-005	11/9	Th	8:30AM - 12:30PM
Foundations of Leadership*	XBUS-500-003	9/12 - 10/26	Th	9:00AM-12:00PM
Foundations of Leadership**	XBUS-500-004	10/10 - 11/21	T	1:30PM - 4:30PM
Project Management Fundamentals*	XBUS-506-003	11/7 - 11/8	TW	9:00AM - 4:00PM

## Computer / IT

Course Name	Course Code	Dates	Days	Time
Microsoft Office Access	XAOT-523-100	8/22 - 8/31	TTh	6:00PM - 9:00PM
Microsoft Office Access	XAOT-523-101	11/28 - 12/7	TTh	6:00PM - 9:00PM
Microsoft Office Access	XAOT-526-001	1/9 - 1/25	TTh	9:00AM - 12:00PM
Microsoft Office Access	XAOT-526-100	1/9 - 1/25	TTh	6:00PM - 9:00PM
Microsoft Office Access - Level 1	XAOT-517-002	11/3	F	8:30AM - 4:30PM
Microsoft Office Access - Level 2	XAOT-518-002	11/10	F	8:30AM - 4:30PM
Microsoft Office Excel - Level 1	XAOT-502-004	9/15	F	8:30AM - 4:30PM
Microsoft Office Excel - Level 2	XAOT-503-004	9/29	F	8:30AM - 4:30PM
Microsoft Office Excel	XAOT-504-001	11/7 - 11/28	TTh	9:00AM - 12:00PM
Microsoft Office Excel	XAOT-504-100	11/7 - 11/28	TTh	6:00PM - 9:00PM
Microsoft Office Outlook	XAOT-527-001	1/30 - 2/13	TTh	9:00AM - 12:00PM
Microsoft Office Outlook	XAOT-527-100	1/30 - 2/15	TTh	6:00PM - 9:00PM
Microsoft Office Powerpoint	XAOT-525-001	11/30 - 12/19	TTh	9:00AM - 12:00PM
Microsoft Office Powerpoint	XAOT-525-100	11/30 - 12/19	TTh	6:00PM - 9:00PM
Microsoft Office Word	XAOT-501-001	10/17 - 11/2	TTh	9:00AM - 12:00PM
Microsoft Office Word	XAOT-501-100	10/17 - 11/2	TTh	6:00PM - 9:00PM
Microsoft Office Specialist Certificate 2016	XCPT-500-100	10/17 - 2/15/18	TTh	6:00PM - 9:00PM
Microsoft Office Specialist Certificate 2016	XCPT-500-003	10/17 - 2/15/18	TTh	9:00AM - 12:00PM
Microsoft Office Specialist Certificate 2016**	XCPT-500-102	10/17 - 2/15/18	TTh	5:30PM - 8:30PM

\*Class held at the Hood Center

\*\* Class held at the Chester Center

CCNA Routing & Switching-Intro to Networks	XLIS-505-101	10/19 - 12/14	Th	5:30PM - 9:30PM
CCNA Routing & Switching Essentials	XLIS-506-100	8/22 - 10/10	Th	5:30PM - 9:30PM
CCNA Routing & Switching Scaling Networks	XLIS-507-101	10/17 - 12/12	Th	5:30PM - 9:30PM
CCNA Routing & Switching Connecting Networks	XLIS-508-100	8/24 - 10/12	Th	5:30PM - 9:30PM

All Cisco CCNA Courses held at the Indian Land Center

Phone: 803.325.2888 / Email: CEadmin@yorktech.edu



# Health and Human Services

Continuing Education courses can prepare individuals for a healthcare career in as little as five weeks, or enhance basic skills for career advancement.

Course Name	Course Code	Dates	Days	Time
CPR Healthcare Provider	XAHS-506-015	8/19	S	8:30AM - 12:30PM
CPR Healthcare Provider	XAHS-506-016	9/9	S	8:30AM - 12:30PM
CPR Healthcare Provider	XAHS-506-017	9/23	S	8:30AM - 12:30PM
CPR Healthcare Provider	XAHS-506-018	10/7	S	8:30AM - 12:30PM
CPR Healthcare Provider	XAHS-506-019	10/21	S	8:30AM - 12:30PM
CPR Healthcare Provider	XAHS-506-020	11/4	S	8:30AM - 12:30PM
CPR Healthcare Provider	XAHS-506-021	11/18	S	8:30AM - 12:30PM
CPR Healthcare Provider	XAHS-506-022	12/2	S	8:30AM - 12:30PM
CPR Heartsaver AED 1st Aid	XAHS-507-003	9/16	S	8:30AM - 12:30PM
Dental Infiltration Anesthesia	XAHS-511-001	8/18 - 10/20	F	9:00AM - 12:00PM
Electrocardiography	XAHS-555-002	9/21 - 12/15	M	9:00AM - 9:50AM
EMT Basic	XAHS-514-005	9/11 - 12/13	MW	8:00AM - 4:00PM
EMT Basic - Hybrid	XAHS-553-200	11/5 - 1/28	Online	24/7
Emergency Medical Responders	XAHS-501	9/6 - 10/6	TBD	Call for Info
Emergency Medical Responders: Hybrid	XAHS-500-200	9/6 - 10/6	Online	24/7
Nursing Assistant	XAHS-519-010	9/5 - 10/12	MTWTh	8:30AM - 2:00PM
Nursing Assistant	XAHS-519-011	10/2 - 11/9	MTWTh	8:30AM - 2:00PM
Nursing Assistant	XAHS-519-012	11/6 - 12/14	MTWTh	8:30AM - 2:00PM
Nursing Assistant Course - Hybrid	XAHS-557-200	8/1 - 12/31	MTWTh	4:30PM - 8:30PM
Nursing Assistant Course - Hybrid	XAHS-557-203	8/14 - 11/21	TTh	4:30PM - 9:30PM
Phlebotomy for the Health Care Worker	XAHS-554-003	8/21 - 12/11	T	9:00AM - 9:50AM
			Th	9:00AM - 1:00PM
Radiography Bone Densitometry: Module 1	XAHS-545-200	8/1 - 12/31	MTWThFSSu	8:00AM - 5:00PM
Radiography Bone Densitometry: Module 2	XAHS-546-201	8/1 - 12/15	MTWThFSSu	8:00AM - 12:00PM
Radiography Bone Densitometry: Module 3	XAHS-526-201	8/1 - 12/15	MTWThFSSu	8:00AM - 12:00PM
Radiography Chiropractic Assistant	XAHS-527-201	8/1 - 12/15	MTWThFSSu	8:00AM - 12:00PM



# Construction & Utility Trades

York Technical College offers comprehensive programs of systematic, competency-based instruction in the field of building construction with a focus on Equipment Operation, Construction Management, Electrical, Plumbing and Utility Workers.

## South Carolina Licensure Prep Courses

Course Name	Course Code	Dates	Days	Time
The Limited General License Prep	XBCT-518-009	9/6 - 9/7	MT	8:00AM - 5:00PM
The Limited General License Prep	XBCT-518-010	10/30 - 10/31	MT	8:00AM - 5:00PM
The Limited General License Prep	XBCT-518-011	11/6 - 11/7	MT	8:00AM - 5:00PM
The Limited General License Prep	XBCT-518-012	12/4 - 12/5	MT	8:00AM - 5:00PM
The Unlimited General License Prep	XBCT-503-009	9/6 - 9/7	WTh	8:00AM - 5:00PM
The Unlimited General License Prep	XBCT-503-010	10/30 - 10/31	MT	8:00AM - 5:00PM
The Unlimited General License Prep	XBCT-503-011	11/6 - 11/7	MT	8:00AM - 5:00PM
The Unlimited General License Prep	XBCT-503-012	12/4 - 12/5	M	8:00AM - 5:00PM
Residential Builders License Prep	XBCT-516-009	9/11 - 9/12	MT	8:00AM - 5:00PM
Residential Builders License Prep	XBCT-516-010	10/9 - 10/10	MT	8:00AM - 5:00PM
Residential Builders License Prep	XBCT-516-011	11/8 - 11/9	WTh	8:00AM - 5:00PM
Residential Builders License Prep	XBCT-516-012	12/13 - 12/14	WTh	8:00AM - 5:00PM
HVAC License Prep	XBCT-517-008	8/14 - 8/15	MT	8:00AM - 5:00PM
HVAC License Prep	XBCT-517-009	9/18 - 9/19	MT	8:00AM - 5:00PM
HVAC License Prep	XBCT-517-010	10/16 - 10/17	MT	8:00AM - 5:00PM
HVAC License Prep	XBCT-517-011	11/13 - 11/14	MT	8:00AM - 5:00PM
HVAC License Prep	XBCT-517-012	12/11 - 12/12	MT	8:00AM - 5:00PM
Electrical Contractor License	XBCT-501-008	8/21 - 8/22	MT	8:00AM - 5:00PM
Electrical Contractor License	XBCT-501-009	9/25 - 9/26	MT	8:00AM - 5:00PM
Electrical Contractor License	XBCT-501-010	10/23 - 10/24	MT	8:00AM - 5:00PM
Electrical Contractor License	XBCT-501-011	11/20 - 11/21	MT	8:00AM - 5:00PM
Electrical Contractor License	XBCT-501-012	12/13 - 12/14	WTh	8:00AM - 5:00PM
Plumbing Contractor License Prep	XBCT-508-008	8/15 - 8/16	TW	8:00AM - 5:00PM
Plumbing Contractor License Prep	XBCT-508-009	9/19 - 9/20	TW	8:00AM - 5:00PM
Plumbing Contractor License Prep	XBCT-508-010	10/17 - 10/18	TW	8:00AM - 5:00PM
Plumbing Contractor License Prep	XBCT-508-011	11/14 - 11/15	TW	8:00AM - 5:00PM
Plumbing Contractor License Prep	XBCT-508-012	12/12 - 12/13	TW	8:00AM - 5:00PM

## Corporate and Continuing Education Fall 2017 Course Offerings

Course Name	Course Code	Dates	Days	Time
Lineworker - Overhead*	XELW-500-005	9/11 - 10/5	MTWTh	8:00AM - 5:00PM
Lineworker - Overhead*	XELW-500-006	11/6 - 11/30	MTWTh	8:00AM - 5:00PM
Lineworker - Pre-Certification*	XELW-501-005	9/4 - 9/7	MTWTh	8:00AM - 5:00PM
Lineworker - Pre-Certification*	XELW-501-006	10/30 - 11/2	MTWTh	8:00AM - 5:00PM
Lineworker - Underground*	XELW-502-005	8/21 - 8/31	MTWTh	8:00AM - 5:00PM
Lineworker - Underground*	XELW-502-006	10/16 - 10/26	MTWTh	8:00AM - 5:00PM

Heavy Equipment Operator - 4 Piece*	XBCT-510-006	8/28 - 10/5	MTWTh	8:00AM - 5:00PM
Heavy Equipment Operator - 4 Piece*	XBCT-510-007	10/9 - 11/16	MTWTh	8:00AM - 5:00PM

\*Classes held at the Heavy Equipment Operator Facility



OSHA 10 Construction	XBCT-506-001	9/12 - 9/13	TW	8:00AM - 5:00PM
OSHA 30 Construction	XBCT-507-001	12/4 - 12/8	MTWThF	8:00AM - 5:00PM



American Welding Society

Welding: Beginning to Advanced	XWLD-500-004	10/21 - 11/18	S	9:00AM - 12:00PM
Welding Practice	XWLD-501-001	8/1 - 12/31	MTWTh	8:00AM - 4:50PM
Welding Practice	XWLD-501-100	8/1 - 12/31	MTWTh	5:00PM - 10:30PM
Welding Practice	XWLD-501-002	8/1 - 12/31	MTWThF	8:00AM - 9:00PM



# Advanced Manufacturing

York Tech is proud to partner with **Okuma America** to host the **Okuma Technology Institute**. The College offers distributors and customers hands-on training in Okuma Machine operation and maintenance. Students come from across the country, and across the world, to learn at our Advanced Manufacturing Center.

## Programming and Operation Courses

Course Name	Course Code	Dates	Days	Time
Okuma Programming & Operation of CNC Lathes	XMTT-500-011	9/25 - 9/29	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Programming & Operation of CNC Lathes	XMTT-500-012	12/4 - 12/8	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Programming & Operation of VMC's	XMTT-504-005	10/16 - 10/20	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Programming & Operation of CNC HMC's	XMTT-505-004	10/30 - 11/3	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Multi Function Machining Operator	XMTT-509-003	8/28 - 9/1	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Multi Function Machining Operator	XMTT-509-006	11/13 - 11/17	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM

## Electrical Maintenance Courses

Okuma Electrical Maintenance of OSP E100 Control	XMTT-517-005	9/25 - 9/29	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP E100 Control	XMTT-517-007	12/4 - 12/8	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP P300	XMTT-516-016	9/11 - 9/15	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP P300	XMTT-516-018	10/30 - 11/3	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP P300	XMTT-516-020	11/27 - 12/1	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP100U Control	XMTT-520-007	11/13 - 11/17	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP 5000 Control	XMTT-519-011	11/6 - 11/10	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP 5000 Control	XMTT-519-012	12/11 - 12/15	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP 7000 Control	XMTT-518-009	9/18 - 9/22	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Electrical Maintenance of OSP 7000 Control	XMTT-518-011	10/16 - 10/20	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM

Corporate and Continuing Education  
**Fall 2017 Course Offerings**

**Mechanical Maintenance Courses**

Course Name	Course Code	Dates	Days	Time
Okuma Mechanical Maintenance of VMC's	XMTT-533-007	8/28 - 9/1	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of VMC's	XMTT-533-011	11/6 - 11/10	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of Spindle Rebuild	XMTT-534-007	8/7 - 8/11	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of Spindle Rebuild	XMTT-534-008	10/9 - 10/13	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of Spindle Rebuild	XMTT-534-010	12/4 - 12/8	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of LB1000	XMTT-535-008	10/16 - 10/20	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of LB1000	XMTT-535-010	12/11 - 12/15	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of Multus Advance	XMTT-536-003	11/27 - 12/1	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of Multus Advance	XMTT-536-005	9/25 - 9/29	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of HMC's	XMTT-537-006	11/13 - 11/17	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of CNC Lathes	XMTT-538-011	9/18 - 9/22	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM
Okuma Mechanical Maintenance of CNC Lathes	XMTT-538-013	10/23 - 10/27	MTWTh	8:30AM - 4:30PM
			F	8:30AM - 12:30PM

Course Name	Course Code	Dates	Days	Time
MSSC Certified Production Technician (CPT)*	XIMT-505-003	10/9 - 11/16	MTWTh	8:00AM - 2:00PM

\*Class held at the Chester Center (see page 27 for more info)



# Transportation & Logistics

York Tech partners with area and national trucking companies to provide an excellent truck driver training program that prepares candidates for a career in one of the nation's leading industries.

Course Name	Course Code	Dates	Days	Time
Professional Truck Driving CDL - Class A*	XTDR-501-006	8/21 - 9/29	MTWThF	8:00AM - 5:00PM
Professional Truck Driving CDL - Class B*	XTDR-500-006	8/21 - 9/1	MTWThF	8:00AM - 5:00AM
Professional Truck Driving - Line Worker*	XTDR-507-001	9/5 - 10/16	MTWThF	8:00AM - 5:00AM
Industrial Lift Truck Operator*	XBCT-504-005	9/15	F	8:00AM - 5:00PM
Industrial Lift Truck Operator*	XBCT-504-006	11/10	F	8:00AM - 5:00PM
MSSC Certified Logistics Associate (CLA)**	XLOG-500-002	8/21 - 8/25	MTWTh	8:00AM - 5:00PM
MSSC Certified Logistics Technician (CLT)**	XLOG-501-003	9/18 - 9/22	MTWThF	8:00AM - 5:00PM

\*Class held at the Truck Driver Training Facility

\*\*Class held at the Chester Center



# Real Estate

Interested in the exciting field of Real Estate?

The Corporate and Continuing Education Division of York Technical College has day, weekend and evening courses to prepare you for a career in this rapidly growing market!

Course Name	Course Code	Dates	Days	Time
Broker A - Broker Management*	XREA-501-002	9/18 - 9/21	MTWTh	8:30AM - 5:30PM
Broker B - Broker Exam Prep*	XREA-509-002	10/23 - 10/26	MTWTh	8:30AM - 5:30PM
Advanced Principles in Real Estate*	XREA-502-006	9/11 - 10/11	MW	6:00PM - 9:00PM
Advanced Principles in Real Estate*	XREA-502-007	9/11 - 9/15	MTWThF	8:30AM - 3:30PM
Advanced Principles in Real Estate*	XREA-502-008	11/6 - 11/10	MTWThF	8:30AM - 3:30PM
Advanced Principles in Real Estate**	XREA-502-009	11/6 - 12/13	MW	6:00PM - 9:00PM
First Year Sales: Real Estate Pre License*	XREA-504-007	8/14 - 8/24	MTWTh	8:30AM - 5:30PM
First Year Sales: Real Estate Pre License*	XREA-504-008	10/2 - 10/12	MTWTh	8:30AM - 5:30PM
First Year Sales: Real Estate Pre License**	XREA-504-009	9/12 - 10/31	TTh	6:00PM - 10:00PM
First Year Sales: Real Estate Pre License*	XREA-504-010	12/4 - 12/14	MTWTh	8:30AM - 5:30PM
First Year Sales: Real Estate Pre License	XREA-504-011	9/16 - 10/8	SSu	8:30AM - 5:30PM
Property Management**	XREA-503-003	9/11 - 10/4	MW	6:00PM - 10:00PM
Property Management*	XREA-503-004	11/27 - 11/30	MTWTh	8:30AM - 5:30PM

\*Class held at the Indian Land Center

\*\*Class held at the Hood Center





# Community Interest

Courses in the Community Interest section provide opportunities for personal enrichment in topics ranging from defensive driving to computers and beyond.

Course Name	Course Code	Dates	Days	Time
Defensive Driving 8 Hr. Course	XPER-503-008	8/5	S	8:30AM - 5:30PM
Defensive Driving 8 Hr. Course	XPER-503-009	9/9	S	8:30AM - 5:30PM
Defensive Driving 8 Hr. Course	XPER-503-010	10/7	S	8:30AM - 5:30PM
Defensive Driving 8 Hr. Course	XPER-503-011	11/4	S	8:30AM - 5:30PM
Defensive Driving 8 Hr. Course	XPER-503-012	12/2	S	8:30AM - 5:30PM
Defensive Driving 8 Hr. Course	XPER-503-107	8/15 - 8/17	TTh	6:00PM - 10:00PM
Defensive Driving 8 Hr. Course	XPER-503-108	9/19 - 9/21	TTh	6:00PM - 10:00PM
Defensive Driving 8 Hr. Course	XPER-503-109	10/17 - 10/19	TTh	6:00PM - 10:00PM
Defensive Driving 8 Hr. Course	XPER-503-110	11/14 - 11/16	TTh	6:00PM - 10:00PM
Defensive Driving 8 Hr. Course	XPER-503-111	12/5 - 12/7	TTh	6:00PM - 10:00PM

Passport to Retirement*	XPER-504-102	9/19 - 9/26	T	6:00PM - 9:00PM
Passport to Retirement*	XPER-504-103	9/21 - 9/28	Th	6:00PM - 9:00PM
Passport to Retirement	XPER-504-104	10/3 - 10/10	T	6:00PM - 9:00PM
Passport to Retirement	XPER-504-105	10/5 - 10/12	Th	6:00PM - 9:00PM

\*Class held at the Indian Land Center (see page 27 for more info)

Motorcycle Riding Academy	XPER-500-010	8/11 - 8/14	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Motorcycle Riding Academy	XPER-500-011	8/25 - 8/28	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Motorcycle Riding Academy	XPER-500-012	9/8 - 9/11	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Motorcycle Riding Academy	XPER-500-013	10/6 - 10/9	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Motorcycle Riding Academy	XPER-500-014	11/3 - 11/6	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Motorcycle Riding Academy	XPER-500-015	11/17 - 11/20	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Motorcycle Riding Academy	XPER-500-016	12/1 - 12/4	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Motorcycle Riding Academy	XPER-500-017	12/15 - 12/18	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Motorcycle Riding Ladies Only	XPER-501-003	10/20 - 10/23	MF	5:30PM - 8:30PM
			SSu	8:00AM - 5:00PM
Skilled Motorcycle Rider	XPER-502-002	9/23	S	8:00AM - 5:00PM

# Online Options

York Technical College partners with multiple vendors to deliver a wide range of online training courses to meet your needs. Whether you are looking for a 6 week short course, something on a personal level or for a more in-depth course to help you build skills toward a specific career goal or certification, we can assist in helping you find the right solution.

View these and other courses at <http://www.yorktech.edu/continuing-education/> under Online Trainings.



## Top Ten ONLINE Courses

- » Introduction to Microsoft Excel 2016
- » Introduction to SQL
- » Introduction to InDesign CC
- » Creating Wordpress Websites
- » Microsoft Web Developer
- » Basic CompTIA A+ Certification Prep
- » Using Social Media in Business
- » Web Applications Developer
- » Grant Writing
- » Mobile and Desktop Web Developer

Below is a partial list of courses that can be offered in an online format. You can also go directly to the partner site to learn more about the specifics of a course by following the links provided.

### Ed2Go

<http://www.ed2go.com/yorktech>

Short 6-week courses designed to get you trained in a new skill in no time!



#### BUSINESS / COMPUTERS

##### Sample courses:

- » Adobe InDesign
- » CompTIA Network+ Certification Prep
- » Creative Writing Value Suite
- » Discover Sign Language

#### HEALTHCARE

##### Sample courses:

- » Alternative Medicine
- » Ethics, Law and Compliance
- » Spanish for Medical Professionals
- » Human Anatomy and Physiology
- » Veterinary



**CareerStep**  
ONLINE EDUCATION & TRAINING SOLUTIONS

### Career Step

<http://www.careerstep.com/york>

Offering an abundance of online training resources for healthcare.

##### Sample courses:

- » Medical Coding & Billing
- » Medical Coding & Billing with Advance PCS
- » Medical Transcription & Editing
- » Pharmacy Technician
- » ICD-10

# Online Options

## Language Authority

### Language Authority

<http://www.languageauthority.com/yorktech>

Learn to speak a new language through this online language resource; offering conversational lessons for real-life situations. Through this program, students receive unlimited access to a course for 6 months.

#### Sample courses:

- » Spanish for Healthcare
- » Spanish for EMS and Fire
- » Spanish for Banking
- » Conversational Dutch, French, German, Italian, Mandarin Chinese, Portuguese (Brazil), Spanish (Latin America)



Career Training Programs

### Career Training

<https://careertraining.ed2go.com/yorktech/>

Designed by professionals from each of the respective fields represented, these programs prepare you for employment in some of today's hottest career clusters such as Healthcare and Fitness, Business, IT, Software Development and many others.

#### Sample Courses:

- » Home Inspection Certificate
- » Certified Wedding Planner
- » Administrative Dental Assistant
- » Legal Secretary
- » Advanced Personal Fitness Trainer
- » Certified Residential Interior Designer
- » Video Game Design and Development
- » Web Design Professional

