Solve your workforce challenges:
• Get certified
• Train your corporate team
• Climb the career ladder
• Start your business

PLUS: Tips - how to recruit an Intern – page 13

REGISTER TODAY!
BROWARD.EDU/CE
Welcome to 2018 where anything is possible!
Are you seeking advancement in your profession, hoping to enter a thriving new job market, or change career? Workforce and Continuing Education programs can get you there. Affordable and accelerated programs will increase career mobility and sharpen skills through a variety of program options found throughout this magazine.

Check out our new “Career-Paths” designed for expediency in career progression! It’s time to push boundaries, keep up with industry trends and achieve your goals!

For busy professionals balancing work and life responsibilities, we offer flexible classroom and Online programs. Remember, we never stop developing… so keep learning to maintain your competitive edge and add value to your organization!

Dr. Mildred G. Coyne
Executive Director
Workforce Education & Economic Development
I CAN
ACHIEVE MY GOALS.
BROWARD COLLEGE OFFERS CERTIFICATES, ASSOCIATE & BACHELOR’S DEGREES.
LEARN MORE AT BROWARD.EDU
## WORKFORCE EDUCATION PROGRAMS

**Broward College Certificates, Career Training Programs & Certifications**

### THE ARTS

#### CREATIVE ARTS [PAGE 22]
- Corporate Events & Wedding Planner
- Fashion Designing
- Interior Design

### AVIATION

#### DRONE/UAS FLIGHT SCHOOL (FAA APPROVED) [PAGE 26]
- Pilot - Airman Knowledge Program
- Drone/UAS Ground & Flight Program

### BUSINESS DEVELOPMENT [PAGE 6]

#### EXECUTIVE EDUCATION AND LEADERSHIP [PAGE 9]
- Project Management Institute (PMI)® Programs
  - PMI Professional in Business Analysis (PMI-PBA)®
  - Project Management Professional (PMP)®
  - PMI Risk Management Professional (PMI-RMP)®
  - PMI Agile Certified Practitioner (PMI-ACP)®
- Certified Associate in Project Management (CAPM)®
- Business Leadership Seminars
  - Lean Six Sigma White Belt
  - Lean Six Sigma Yellow Belt
  - Lean Six Sigma Green Belt
  - Lean Six Sigma Black Belt
- Mini MBA NEW!

#### HUMAN RESOURCES CERTIFICATIONS [PAGE 6]
- Payroll Professional Certification
- SHRM CP/SCP

#### BUSINESS DEVELOPMENT [PAGE 6]
- Accounting
- Administrative Office Specialist
- Bookkeeping Certification (Voucher Included)
- Business Writing and Communications
- Grant Writing
- Import/Export Seaport Training Certificate
- Taxation: Income Tax Preparation (Individual)
- Taxation: Income Tax Preparation (Business)
- Marketing: Using Social Media
- Marketing: OMCP® Social & Mobile Marketing

### HEALTH & FITNESS

#### HEALTH SCIENCE [PAGE 29]
- Medical Billing and Coding
- First Aid/CPR/AED (American Red Cross)
- Lifeguarding (American Red Cross)
- Personal Fitness Trainer Certification
- SCUBA Certification - Open Water PADI
- Nutrition: Optimal Health, Wellness, Food, Nutrition and Health Certification

### INFORMATION TECHNOLOGY [PAGE 18]
- AutoCAD
- Adobe Illustrator Certification
- Bookkeeping Certification (Voucher Included)
- Cisco
- Citrix
- CIW Web Design Boot Camp
- Coding Bootcamp
- CompTIA™ A+ Certification
- Ec-Council
- Graphic Design with Photoshop
- Help Desk Analyst
- IBM
- ISC2
- ITIL v2
- Linux
- Microsoft Office
- Microsoft Project
- Media and Design
- Mobile App Creation
- MS Excel Certificate
- QuickBooks
- Redhat
- Revit Architecture
- Oracle
- VMware

### TEST PREP/EDUCATION

#### TEACHER EDUCATION [PAGE 25]
- Child Care Certification
- Substitute Teacher Training

#### TEST PREPARATION [PAGE 23]
- Florida Teacher Certification Exam (FTCE-GKM) Math
- Florida Teacher Certification Exam (FTCE-GK) English
- GRE Preparation
- HESI Test Preparation
- SAT Test Preparation

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*Face-to-face & online programs*
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<td>Start-Up Now Accelerator Program</td>
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<td>2-20 Property &amp; Casualty/General Lines</td>
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<td>2-15 Life, Health &amp; Variable Annuity</td>
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<td>4-40 Registered Customer Service</td>
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<td>4-40 to 2-20 Conversion Property &amp; Casualty General Lines</td>
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Interested in professional development for your team? Call for customized group training and volume discounts rate. 954-201-7800
ACCOUNTING
Learn the fundamentals of accounting and reinforce your understanding of the following important principles: accounting terminology, revenue, expenses, net income, the accounting equation, debits, credits, balancing the accounting formula, the accounting structure and cycle, journals, ledgers, and more.
EDI 0426 15 HRS. $199
S 1/13 - 2/10 9:00 a - 12:00 p NOR 590458

ADMINISTRATIVE OFFICE SPECIALIST
Learn effective communication management for the office as an Executive Assistant. Create and maintain electronic files, compose correspondence, manage projects, complete reports, create PowerPoint presentations, conduct research, manage the office, and stand in for your manager during periods of high demand. As the dependence on technology continues to expand in offices, administrative professionals are assuming more managerial and support responsibilities to run the organization efficiently.
EDI 0367 15 HRS. $299
S 2/3 - 3/3 9:30 a - 12:30 p NOR 590456

BILLING AND CODING CERTIFICATION
Medical Billing and Coding is a nationally-recognized online program. Prepare for entry-level careers in the healthcare industry. Learn how to assign industry codes to patient records to bill insurance and third-party companies. Master the three main code sets used within the industry: ICD-10/ICD-9, CPT, and HCPCS. Voucher for the NHA Certified Billing & Coding Specialist (CBCS) exam included upon successful completion. Testing Center: BC Pearson Vue Possible Careers Include: Medical Billing Specialist, Insurance Billing Representative, Billing Manager, or Outpatient Medical Billing and Coding Specialist. Program prepares you for national certification exams by NHA and AAPC.
GES 124 24/7 340 HRS. $2,195

BOOKKEEPING CERTIFICATION
Learn the principles of bookkeeping. The demand for bookkeepers is expected to increase as they are called upon to do much of the work of accountants. This growing profession supports business operations in a variety of settings and offers excellent career opportunities. Acquire the practical knowledge necessary to set up and maintain bookkeeping records: analyzing and recording transactions, balance sheets, general entry, journals, accounts receivable, accounts payable, and more.
Testing Center: BC Pearson Vue
EDI 0800 60 HRS. $799
S 2/17 - 4/28 9:30 a - 3:30 p CEN 590469

BUSINESS CONFERENCE
Broward College business events are short, on-site educational programs that explore core competencies essential to lead a well-run and effective business. Speakers will present topics fostering successful growth of entrepreneurial careers. Workshops will provide professional development to become a well-rounded and effective leader in the global economy.
Topics Include: You’re In Charge; What Now?; Becoming a True Leader vs. Just a Manager; Empowering Your Team; Leadership Principles/Leadership Principles Plus.
EDI 0908 4 HRS. $79

LEARN MORE
For class schedules, location, fees, and to register:
1. Go to www.broward.edu/ce
2. Click on “Course Finder”
3. Select Business from the drop down menu and search.
Or contact us: 954-201-7800 or ce@broward.edu

BUSINESS WRITING AND COMMUNICATIONS
Become a more powerful, compelling communicator by eliminating embarrassing mistakes. Sharpen your business writing skills and master the art of communication, persuasion and negotiation. Add polish to every piece of written communication you create. Course will cover the do’s and don’ts of communication: learn to write faster with more clarity, and gain the skills for revising and fine-tuning documents through hands-on exercises. Course will also cover electronic and print communications; formatting, punctuation, and tone of memos, letters, e-mails, proposals, reports, speeches, PowerPoint presentations, board reports, annual reports, and more.
EDI 0658 12 HRS. $299
MW 4/9 - 4/18 6:00 p - 9:00 p WHC 592644

GRANT WRITING WORKSHOP
Discover the skills and tools needed to effectively write grant proposals in this hands-on workshop. Bring your grant idea to class and our grant professional will assist you with vitalizing your proposal during the in-class grant writing process. Create a practical working template for future proposals. Leave class with your simple grant proposal.
EDI 0045 12 HRS. $299

HUMAN RESOURCES: SHRM CP/SCP - CERTIFICATION
SHRM Certified Professional (SHRM-CP) or SHRM Senior Certified Professional (SHRM-SCP) credential establishes you as a recognized expert in the HR field. Course prepares you for the SHRM-CP and SHRM-SCP certification examinations, built upon one singular body of knowledge designed to elevate the HR profession around the world. The SHRM-CP/SCP Learning System is included.
EDI 0913 35 HRS. $999
MW 1/31 - 3/26 6:30 p - 9:00 p WHC 593083
TR 3/15 - 5/1 6:30 p - 9:00 p Central 593084

In Partnership with

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Succeed in a global environment.
**IMPORT/EXPORT BUSINESS**
Join the international trade community by learning the unique processes and terminology of the industry. This program provides a practical hands-on, comprehensive set of workshops concentrated on terminology, regulations, procedures, documentation, and more.

**EDI 0463**  15 HRS.  $299
TR  3/20 - 4/3  6:30 p - 9:30 p  CEN  590460

**INCOME TAX PREP – INDIVIDUAL**
Attain the ability to prepare income tax returns for yourself and others. This comprehensive step-by-step program covers how to prepare individual income tax returns, understand current tax laws, and discover available tax software to process returns.

**EDE 0718**  15 HRS.  $149

**PAYROLL PROFESSIONAL CERTIFICATION - PAYTRAIN LEVEL 1**
Get the skills you need to start a career as a payroll professional. This certification preparation course teaches the essentials of payroll calculations and applications that provide you with the knowledge and skills required to maintain payroll compliance and prevent costly penalties. This course is ideal for new payroll professionals, those who support the payroll industry, and those who are preparing for the FPC certification. **Testing Center: BC Pearson Vue**

**EDI 0046**  30HRS.  $795
TR  1/23 - 2/22  6:30 p - 9:30 p  SOU  590419

**PAYROLL PROFESSIONAL MASTERY - PAYTRAIN LEVEL 2**
This Mastery course provides you with a solid understanding of advanced payroll skills necessary for payroll managers and supervisors. This course is ideal for experienced payroll professionals seeking compliance training, professional development, or CPP certification preparation. Receive live classroom instruction, textbook, and access to interactive online activities and applications to reinforce topics learned. **Testing Center: BC Pearson Vue**

**EDI 0107**  36HRS.  $895
MW  2/5 - 3/21  5:45 p - 9:00 p  WES  590504

**ADDITIONAL PROGRAMS:**
- Employment Law
- Grammar Refresher
- Human Resources: Worker’s Compensation

**CE Online**  24 HRS.  $135

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**LANGUAGE**

**BEGINNING ENGLISH I**
Take the first step towards learning English! Designed for non-English speakers with a limited knowledge of the English language. Students will learn basic grammar structures and beginner’s vocabulary.

**EDC 0751**  42 HRS.  $395
MW  2/5 - 3/28  6:00 p - 9:00 p  WES  590475

**INTERMEDIATE ENGLISH I**
Designed for students with some command of the language. Students will focus on more complex grammar skills through written and verbal exercises and practice advanced conversation. Students will increase their reading comprehension and develop additional vocabulary.

**EDC 0919**  42HRS.  $395

**INTERMEDIATE ENGLISH II**
For the non-native English student with an intermediate proficiency in the English language. This course will focus on providing more complex reading and writing skills and incorporating a higher level of grammatical structures. Conversation will become more fluid as the student gains English vocabulary and practices advanced conversation skills with a focus on accent reduction.

**EDC 0944**  42HRS.  $395
MW  3/12 - 4/25  6:30 p - 9:30 p  SOU  590503

**ECAR 2 ENGLISH CONVERSATION AND ACCENT REDUCTION**
This program provides further speaking listening comprehension and pronunciation practice for students with intermediate to high intermediate background in English. They continue to develop the ability to understand frequently used words in oral contexts and understand and appropriately respond to phrases and questions. The course also enables students to develop effective speaking skills and improve their fluency and pronunciation. English Skills are reinforced through dynamic activities and the use of interactive technology.

**EDI 0956**  36HRS.  $345
MW  2/5 - 3/21  5:45 p - 9:00 p  WES  590475

**FRENCH II**
Advance your conversation, reading and writing skills in French. Expand your vocabulary, learn extensive idioms, and past tense verb usage. Apply these skills in the business world, or for personal and vacation use. Learn the customs of the French speaking world.

**EDC 0255**  24HRS.  $165
TR  1/16 - 2/8  6:00 p - 9:00 p  WES  590506

**SPANISH 1**
Learn Spanish for business or personal use. Increase your potential and ability to converse in our multicultural community through reading, listening, writing and grammar activities. Special emphasis is placed on basic verb usage, sentence structure and vocabulary.

**EDC 0187**  24HRS.  $195
TR  4/3 - 4/26  6:00 p - 9:00 p  WES  590505

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**LEARN MORE**
For class schedules, locations, fees, and to register:
1. Go to www.broward.edu/ce
2. Click on “Course Finder”
3. Select “Language Center” from the drop down menu and search.

Or contact the Program Coordinator: 954-577-9955 lingua@broward.edu
PROJECT MANAGEMENT PROFESSIONAL (PMP)® EXAM PREP
Build your career! Project Management is an essential skill for working professionals. This program provides 35 contact hours of formal education as required by the Project Management Institute, Inc. (PMI), for eligibility for the Project Management Professional (PMP®), as well as for the Certified Associate Project Manager (CAPM®) certification. It is an instructor-led course designed for students that wish to secure either credential.

EDI 0915 35 HRS. $1,595
TWRF 4/3 - 4/6 8:30 a - 5:30 p WHC 594361

EXECUTIVE CERTIFICATE IN PROJECT MANAGEMENT
Earn an Executive Certificate in Project Management while preparing for the Project Management Professional (PMP®) certification exam. Demonstrate a robust knowledge, comprehension and understanding of Project Management. The curriculum covers the 5 PMBOK® Process Groups and 10 PMBOK® Knowledge Areas and explores each one and their interdependencies in the project lifecycle in depth. Call for more information.

EDI 0990 84 HRS. $4,295

PMI AGILE CERTIFIED PRACTITIONER (PMI-ACP®)
The PMI-ACP® is a good choice for the candidate working on agile teams or if the organization is adopting Agile practices. The PMI-ACP® provides of real-world, hands-on experience and skill. For certified scrum masters who want to boost their career as agile PM, Senior Managers who are responsible for managing agile teams, or product owners who are managing the scope and project plans.

EDI 0926 24 HRS. $1,295
WRF 3/14 - 3/16 8:30 a - 4:30 p WHC 593129

CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT (CAPM)®
Build your career! Project Management is an essential skill for working professionals. This course is designed to fully prepare the student for the Certified Associate in Project Management (CAPM)® certification. This certification denotes that the student possesses the knowledge in the principles and terminology from A Guide to the Project Management Body of Knowledge (PMBOK® Guide), the standard of project management’s generally recognized good practices. This certification will help you transition to accumulate the minimum 4500 hours required to take the PMP® Certification exam.

EDI 0584 24 HRS. $1,295
S 3/3 - 3/17 8:30 a - 4:30 p WHC 594354

PMI PROFESSIONAL IN BUSINESS ANALYSIS (PMI-PBA®)
Business Analysis is the crucial management skill set of identifying business needs, arriving at a solution proposal, defining the solution in terms of requirements and managing them to solution fulfillment. The framework will help standardize practices, formalize the profession, and provide career advancements for those who get certified. The methodology is composed of 5 Knowledge Areas (called domains). Call for more information.

EDI 0925 35 HRS. $1,300

PMI RISK MANAGEMENT PROFESSIONAL (PMI-RMP)®
Call for information 954-201-7800.

EDI 0924 30 HRS. $1,295

LEAN SIX SIGMA YELLOW BELT
Earn your Lean Six Sigma Yellow Belt! Learn Six Sigma concepts, strategies, tools, and techniques used in process improvement projects. Develop skills to support process improvement projects as either a Project Leader or as a Team Member.

EDI 0653 15 HRS. $499
S 4/7 - 4/21 9:30 a - 2:30 p CEN 592623
Interested in professional development for your team? Call for customized group training and volume discounts rate. 954-201-7800.

APACHE CASSANDRA TRAINING
Apache Cassandra is an open-source distributed NoSQL database management system designed to handle large amounts of data across many servers. This Apache Cassandra Training program enables you to understand the basic concepts of Cassandra 2.0 including its features, architecture, data model, and Hadoop Ecosystem products around it. You will learn to install, configure, and monitor Cassandra 2.0. The Apache Cassandra Training program can prepare you for a role in one of the following careers: Analytics, Research, IT Development, Testing, Project Management, Big Data & Data Science, or Software Development.

GES 380 24/7 30 HRS. WEB $395

MICROSOFT EXCEL CERTIFICATION (VOUCHER)
Learn to use Excel to create, modify, and format Excel worksheets, perform calculations, and print Excel workbooks. You then learn to use advanced formulas, work with lists, work with illustrations and charts, and use advanced formatting techniques. You will also learn the more advanced features of Excel and learn to work with pivot tables, audit worksheets, work with data tools, protect documents for collaboration with others, and work with macros. Being a MOS Certified Excel user proves to employers you are ready to work in Excel.

GES 875 24/7 70 HRS. WEB $850

MICROSOFT ACCESS (VOUCHER)
In this program, you will learn to be prepared to take the Microsoft Office Specialist certification exam. This Microsoft Access 2016 training class starts by covering basic database concepts. You will then learn to design and create databases and tables, query those tables, and create forms and reports. You will learn about database design and optimization, as well as advanced form customization.

GES 874 24/7 90 HRS. WEB $695

ORACLE SERIES
Learn how to use the Oracle database management system and gain hands-on experience with Oracle’s PL/SQL programming language. This course will introduce you to the Structured Query Language (SQL), Oracle’s SQL*Plus, and other valuable tools used to develop, manage, and reference an Oracle database. Write powerful and flexible programs using the Query Language (SQL) language. You’ll learn the building blocks and core features of PL/SQL, including expressions, various iterations, and built-in functions.

CE Online 48 HRS. $174

SQL SERIES
SQL is one of the most requested skills from today’s data-driven employers. Learn the coding language in these easy to follow online courses. Learn the key concepts of Structured Query Language (SQL), and gain a solid working knowledge of this powerful and universal database programming language. Your new skills with databases will enhance your competitiveness in the technical fields of software development and database administration.

CE Online 48 HRS. $174

UNDERSTANDING THE CLOUD
Learn everything you need to truly understand the cloud—including how it works, what drives it, why it’s so popular, and how to make the cloud work for you. In this course, we’ll take an inside look at the engine rooms of the cloud: data centers. You’ll examine the concept of big data—the overwhelmingly huge amounts of data that make analysis so challenging—and how the cloud infrastructure enables data to zip across the globe at lightning speed.

CE Online 24 HRS. $135

LEAN SIX SIGMA GREEN
This course is a continuation of our Six Sigma Series: learn Six Sigma GREEN concepts, strategies, tools, and techniques used in process improvement projects. Course modules explain key foundational Six Sigma steps, DMAIC methodology, and demonstrate how a Six Sigma approach can benefit organizations in varied business sectors. Course assignments support the comprehension of “process improvement” through exercises. Call to register.

EDI 0619 40 HRS $1,995

LEAN SIX SIGMA BLACK BELT
Learn the Six Sigma Black Belt problem solving methodology, deployment, and project development approaches. You’ll learn the appropriate tools and concepts at each stage of project deployment. Since software will be used for data analysis, the program material concentrates on the application and use of the tools, rather than on detailed derivation of the statistical methods. Your analytical and problem-solving skills will be challenged by workshops, which are incorporated extensively throughout the training. Call for more information.

GES 215 24/7 200 HRS. WEB $2,695

Interested in professional development for your team? Call for customized group training and volume discounts rate. 954-201-7800.
Broward College’s first ANNUAL BIG DATA SUMMIT will provide you the opportunity to share and develop new strategies, tools and solutions to drive ROI for your data initiatives.

Join developers and users from start-ups and enterprises. Share ideas and hear innovative case studies while getting Six Sigma certified.

$499 South Campus

PRE-CONFERENCE:
SIX SIGMA CERTIFICATION

AGENDA*:
Registration
Welcome & Networking
Keynote: PMP® Process Improvement
Session 1: SQL
Session 2: Tableau

LUNCH & LEARN
Session 3: Microsoft Excel
Session 4: Microsoft Power BI
Conference Wrap up & Prizes

INTRODUCING
Microsoft® Excel SHEETS & Wine

Broward College Women’s Leadership events are short (one-day), on-site educational programs that explore core competencies essential to lead a well-run and effective business. Speakers will present topics fostering successful growth of entrepreneurial careers. Workshop series provides professional development to become a well-rounded and effective leader in the global economy.

TOPICS*

MICROSOFT EXCEL: Join us for an evening of wine and an in-depth look at Microsoft Excel that will prepare you for the workforce demands of your company. Whether you have used Microsoft Excel before and just want to learn more about Excel or are completely new to the program, this workshop is designed to teach you the features of Excel to have you using it like a pro from beginning to advanced functions.

NETWORKING FOR LEADERS: Gain the ability to build meaningful alliances that help you accomplish your goals. Develop your networking skills that will better prepare you to handle the rapid changes.

TRANSITIONAL LEADERSHIP: Take charge of the assertive techniques needed for every aspect of your job and life. Address the unique challenges women face in business and how the effective use of leadership techniques is essential for advancement.

SHARPENING YOUR DIGITAL BRAND: Make a strong and favorable impression in business! Perfect an authentic professional image—your own unique “brand”—that’s truly right for you and nobody else.

EMOTIONAL INTELLIGENCE: Learn the competencies that are the heart of effective workplace relationships and productivity. Through your active participation in this course, you will learn and practice the EI skills that are the core of achieving personal awareness.

For more information ce@broward.edu or 954-201-7800

*Topics are subject to change
The Executive Mini MBA with Certification Capstone, focuses on leadership and management skills for supervisors, managers, and entrepreneurs in today’s global economy.

Experience a comprehensive program which combines the very best in conceptual knowledge with practical, real-world applications. Learn how to assess risks, think strategically, and negotiate better business decisions. Also, discover how to develop your career winning personal brand!

**Program includes:**
- Six Sigma Yellow Belt Certification
- Communication – Multi-generational in a Global Economy
- Finance for Managers
- Innovation & Trade
- Leadership
- Organizational Change Management
- Sales and Marketing
- Strategic Planning

**Also included:** Coaching sessions with industry professionals.

**ONLY $1,999 | Regular tuition $2,999**

**CLASS BEGINS:** April 11, 2018

**CREDENTIALS:**
- Mini MBA Certificate
- Six Sigma Yellow Belt Certification

For next available session: broward.edu/miniMBA
Diane Peart • ce@broward.edu • 954-201-7885
MARKETING: DIGITAL & SOCIAL MEDIA

Digital Media and Marketing courses were created in response to the increased demand for trained professionals. This course focuses on the most critical areas of digital, social media, internet, and mobile marketing. You will develop skills to market and promote your business, products, and your personal brand. In today’s global marketplace a professional presence is critical! Course modules include: Internet Marketing Fundamentals, Search Engine Optimization (SEO), Content Marketing, Social Media (Facebook, Twitter, Linkedin, Google+, and more), Mobile Marketing, Pay Per Click (PPC), Conversion Optimization, Web Analytics, and Email Marketing.

EDI 0486   15 HRS.   $299
S 4/7 - 5/5 9:00 a - 12:00 p   SOU 590462

MARKETING: PAY PER CLICK

Pay-per-click marketing specialists are in high demand. This course is a series designed to give you the knowledge necessary to set up, monitor and maintain successful campaigns. Learn the process of setting up a campaign on the two most popular services, Google AdWords and Bing Ads.

GES 210  24/7 150 HRS.  WEB $1,495

MARKETING: OMCP® SOCIAL AND MOBILE MARKETING PROFESSIONAL (Voucher Included)

Learn the scope of digital marketing. Discover ways to make mobile and social media marketing work in your favor. Course covers how to find, engage, convert, and measure mobile audiences. Learn strategies critical to effective campaigns. Master the art of generating content your audience will share and use to spread your message. Program prepares you for Online Marketing Certified Professional (OMCP®) exam.

Possible Careers:
• Social Media Manager
• Community Manager
• Digital Marketing Manager

GES 261    24/7 190 HRS.  WEB $1,995

SALES: EFFECTIVE SELLING

In sales, there are no quick fixes. Learn the secret to converting a potential customer into a long-term asset. Lay the groundwork for repeat business and your future success.

CE Online  24 HRS.   $135
W 1/17-2/23 WEB
W 2/14-3/23 WEB
W 3/14-4/20 WEB
W 4/11-5/18 WEB

APPRENTICESHIP

FLORIDA APPRENTICESHIP GRANT PROGRAM

EARN WHILE YOU LEARN

“Apprenticeships can offer a precise match between the skills employers want and the training workers receive” - Robert Lerman

Apprenticeships are employer-driven models of paid worker training that combine on-the-job learning and classroom instruction, and follow an earn-while-you-learn model that leads to a national recognized credential.

FOR MORE INFORMATION CONTACT

Cheryl Rivera | Apprenticeship Coordinator – crivera1@broward.edu
Nelih White | Apprenticeship Recruiter – nwhite1@broward.edu

www.broward.edu/ce or 954-201-7800
Registration at Central, North, and South Campuses
WHAT IS AN INTERNSHIP?

A high-quality internship is a paid, pre-professional learning experience which offers meaningful, practical work experience related to a student’s field of study or career interest and a chance to learn new skills.

Research shows that 85 percent of companies use internships and similar experiential education programs to recruit for their full-time workforce. *Source: career-advice.monster.com

Career/Internship Fairs

Campuses host career fairs multiple times throughout the year. Career fairs are great ways to meet potential candidates face-to-face, review résumés, and hold on-site interviews. The cost for employers to attend varies for each institution. The benefits of pre-screening and even hiring multiple qualified candidates returns a positive ROI.

Information Sessions

Presenting on-campus is a convenient way for students to learn about your organization’s internship and full-time positions. Info sessions provide the opportunity to introduce students to your organization, expose them to your brand, and inform them of open positions.

Social Media

Social media and instant messaging have changed the way students communicate and search for jobs. Inboxes are inundated and traditional recruiter emails can be overlooked. Leveraging online platforms like Twitter and LinkedIn is imperative for recruiting students.

Career Centers

An effective way to connect with potential student interns is to work directly with career services offices at colleges and universities. CareerSource Broward is an excellent resource for recruitment, and offers employers services free of charge. To post internship opportunities, visit: www.employflorida.com
Online Career Training

Non-credit Program

Train for a New Career!
Prepare for employment in today’s hottest careers.
(Comprehensive, affordable, and self-paced)

Just a click away!

Online Learning
Anytime, Anywhere...

Training Program:

- Business • Corporate
- Design • Digital Media
- Fitness • Gaming
- Health Care • Hospitality
  • Industrial
- Information Technology
  • Management
- Skilled Trades
- Software Development

Register Today!
www.broward.edu/ce
CORPORATE TRAINING

Develop your existing talent.

We bring the power of customized training to your business with the best solutions through a variety of cost-effective training and entrepreneurial programs.

CORPORATE GROUP TRAINING:
• Business Competencies (Business Writing, Time Management, Presentation Skills, etc.)
• Leadership and Management (Strategic Planning, Performance Evaluations, etc.)
• Marketing/OMCP Certifications
• Six Sigma, Project Management (Big Data, and Process Improvement)
• I.T. Industry certifications

We have an abundance of resources, and our competitive pricing makes us ideal for your employee training, skilled workshops, and staff development programs.

CUSTOMIZED INDUSTRY TRAINING
State-Assisted Training for Business & Industry
Broward College creates customized programs for new and expanding businesses that addresses a spectrum of training needs.
• Computer Skills
• Customer Service
• Leadership and Management
• Marketing
• Corporate Teambuilding
• Information Technology
• Process Improvement

CORPORATE TEAM PROGRAMS
ENGAGE YOUR TEAM AND ACHIEVE SUCCESS
at Tigertail Lake Recreational Center in Dania Beach, Florida

Interested in professional development for your team? Call for customized group training and volume discounts rate. 954-201-7800 | 15
REAL ESTATE
Real Estate course approved by State of Florida

REAL ESTATE: FREC 1
Florida Real Estate Course
There has never been a better time to get your Florida Real Estate License. Start your training today by enrolling in the FREC 1 (Florida Real Estate Course). FREC 1 Course is an introduction to the basic principles and theories of real estate property, its economic value, and the legal aspects of real estate law affecting salespersons. Successful completion qualifies a candidate to apply for the State of Florida Salesperson’s License Exam. Textbook required- buy from the Broward College bookstore.

**Testing Center: BC Pearson Vue**
EDC 0590 63 HRS. $299
TR 1/9 - 3/15 6:30 p - 10:00 p NOR 594637
MW 1/29 - 4/4 6:30 p - 10:00 p CEN 590218
MW 2/26 - 4/25 10:30 a - 2:30 p PIN 590220

**POST LICENSE REAL ESTATE SALES**
A 45 hour post licensing real estate sales course. Includes real estate finance, appraising, property management, and the economics of real estate. Call for information.
EDC 0056 45 HRS. $175

**REAL ESTATE INVESTING**
Develop a plan for your own investing efforts based on your personality and investing objectives. You’ll learn how to invest in foreclosures, manage a rehab project, and build your team of real estate professionals (title officers, lawyers, accountants, mortgage brokers, appraisers, and more).
CE Online 24 HRS. $135

S T U D E N T S P O T L I G H T
What Our Alumni Say
I am transitioning into a career as a Real Estate Sales Associate. Every day and every deal is a new learning experience. Life is never boring as a real estate agent and I love the flexibility of my schedule!"

– Diona M. Kozma, Realtor certified

THE CAREER CENTERS
BROWARD.EDU/CAREER

NORTH CAMPUS 954-201-2270
CENTRAL CAMPUS 954-201-4936
SOUTH CAMPUS 954-201-8908

VIRTUAL JOB SHADOW
Explore hundreds of career videos through Virtual Job Shadow.
2-15 LIFE, HEALTH & VARIABLE ANNUITY
Topics covered include Federal and State Regulations, Legal Concepts of the Insurance Contract, Life and Health Insurance, Annuities, Health and Accident Insurance, and Disability and Medical Reimbursement. It is designed and taught to comply with the state requirements for Life, Health and Annuities education state examination.
94549 24/7 60 HRS. $144

2-20 PROPERTY & CASUALTY/GENERAL LINES
Topics covered include Automobile, Property Insurance, Inland Marine, Crime, Workers Compensation, General Liability, Health Insurance, and Aviation and State Law. It is designed and taught to comply with the state requirements for the General Lines Agents State examination.
98769 24/7 200 HRS. $480

20-44 PERSONAL LINES AGENT NEW!
Topics covered include Personal Automobile, Property Insurance, Inland Marine, Homeowners, and Dwelling and Related Coverages. It is designed and taught to comply with the state requirements for the Personal Lines Agents state examination.
95149 24/7 60 HRS. $400

4-40 to 2-20 CONVERSION PROPERTY & CASUALTY GENERAL LINES
Topics covered include Automobile, Property Insurance, Inland Marine, Crime, Workers Compensation, General Liability, Health Insurance, and Aviation and State Law.
Prerequisite(s): Must have completed at least 1 year of insurance duties as a licensed and appointed Customer Representative (4-40) in either commercial or personal lines of property and casualty insurance. Upon successful completion of this course, you will be eligible to sit for the state examination.
98770 24/7 40 HRS. $360

4-40 REGISTERED CUSTOMER SERVICE
Topics covered include Automobile, Property Insurance, Inland Marine, Crime, Workers Compensation, General Liability, Health Insurance, and Office Management and State Law. After completing this course, you will receive a Certificate of Completion which allows you to apply to the Department of Financial Services for your 4-40 license.
98772 24/7 40 HRS. $360

3-20 OR 6-20 ACCREDITED CLAIM ADJUSTER
Become a licensed Accredited Claims Adjuster with this 40-hour course. It is designed and taught to comply with the state requirements for Accredited Claims Adjuster examination. After completion of this course, you will receive the Accredited Claims Adjuster designation which allows you to apply to the Florida Department of Financial Services for your choice of 3-20 Public Adjuster or 6-20 All-Lines license.
98773 24/7 40 HRS. $360

PASSPREP & PRACTICE EXAMS
After you have successfully completed the state required 2-15 Pre-Licensing course, practice exams are an ideal way to evaluate your level of knowledge prior to taking the actual state insurance agent exam. Also available: 2-20 Property & Casualty and 20-44 Practice Question Generator.
INFORMATION TECHNOLOGY

BEST SELLERS

INFORMATION TECHNOLOGY PROFESSIONAL - 24 weeks
CompTIA A+ | Network+ | MCSA/MCSE Server | CCNA

NETWORK TECHNICIAN PROFESSIONAL - 18 weeks
CompTIA A+ | Network+ | MCSA/MCSE Server

APPLICATION ARCHITECT PROFESSIONAL - 18 weeks
MCSA SQL | HTML5/JavaScript | ASP.NET | Microsoft Azure

CYBER SECURITY PROFESSIONAL - 12 weeks
CompTIA | Security+ | CEH | CISSP

VIRTUALIZATION PROFESSIONAL - 7 weeks
CCNA | VMware

PROJECT MANAGER PROFESSIONAL - 12 weeks
CompTIA | Security+ | Project+ | PMP

YOU EARNED IT, NOW GET COLLEGE CREDIT FOR IT!

Receive FREE college credits for TECHNICAL COLLEGE or INDUSTRY CERTIFICATIONS

LIFE/WORK EXPERIENCE
The Prior Learning Assessment Program, developed primarily for working adults, to recognize the academic value of what you have learned through experiences outside of the college classroom. Credit for prior learning may result from work experience, employment-related training, programs and seminars, volunteer work, travel, military service or intensive self-directed study. If students have gained Broward College course equivalent knowledge, competencies, and/or skills as a result of prior learning experiences they may be able to earn academic credit through the Prior Learning Assessment Program. For more information, contact Myrline Sterling at 954-201-5364
INFORMATION TECHNOLOGY
Train for a rewarding career in the high-growth IT industry. (pgs. 18-21)

COMPUTER LITERACY

ADOBE DIGITAL DESIGN SUITE
Are you interested in dabbling in digital design and photo editing? This discounted group of courses teaches you the basics of Adobe's powerful image and graphic design software.

<table>
<thead>
<tr>
<th>CE ONLINE</th>
<th>72 HRS.</th>
<th>$261</th>
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<tbody>
<tr>
<td>W 1/17-2/23</td>
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<td>W 2/14-3/23</td>
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<td>WEB</td>
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<td>W 4/11-5/18</td>
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GRAPHIC DESIGN WITH PHOTOSHOP
Learn how to use Photoshop to fix and process photos to create professional images. This powerful digital imagery program takes you through the process, step by step. You'll learn how to use tools, interface, selections, layers, channels, layer masks, adjustment layers, and smart objects.

<table>
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<tr>
<th>EDC 0911</th>
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<tbody>
<tr>
<td>W 1/31 - 3/28</td>
<td>6:00 p - 9:00 p</td>
<td>MWC 592622</td>
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AUTOCAD
Overview of AutoCAD and 2D course for students interested in architectural, mechanical or landscape design.

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<tr>
<th>EDE 0941</th>
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<tr>
<td>S 3/17 - 5/5</td>
<td>9:00 a - 12:00 p</td>
<td>WHC 590430</td>
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MICROSOFT PROJECT
Provides an understanding of project management concepts and the introduction to Microsoft project software. Create a project plan file containing tasks, organize these tasks in a work breakdown structure containing task relationships, create and assign resources and finalize the project in order to implement the project plan.

| EDC0803 | 18 HRS. | $299 |

COMPUTERS FOR THE WORKPLACE
Learn step-by-step instructions to create Word documents, Excel spreadsheets, and PowerPoint presentations. Perform everyday tasks in each program: work with a file, a budget, and a presentation. This course provides you with a basic proficiency. Microsoft Office skills are important skills to have in any profession or workplace.

<table>
<thead>
<tr>
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<th>12 HRS.</th>
<th>$245</th>
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MICROSOFT PROJECT

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<tr>
<td>MW 3/26 - 4/16</td>
<td>6:00 p - 9:00 p</td>
<td>WHC 590221</td>
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</table>

EXCEL – MICROSOFT CERTIFICATE
Become a confident, capable Excel user! Discover ways for setting up fully formatted worksheets quickly and efficiently, add formulas, sort data, create charts and graphs, calculate statistics, and more. Microsoft Excel is one of today's most powerful and versatile business tools.

<table>
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<tr>
<th>EDC 0961</th>
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<th>$299</th>
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<tr>
<td>M 3/19 - 4/30</td>
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<td>PIN 590223</td>
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<tr>
<td>MW 4/2 - 4/23</td>
<td>6:00 p - 9:00 p</td>
<td>NOR 590222</td>
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QUICKBOOKS
Discover the power of QuickBooks! In this comprehensive introduction into the QuickBooks program, you will learn how to set up a company's financial books, work with lists, create reports, accounts payable, accounts receivable, payroll, inventory management, banking, and much more.

<table>
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<tr>
<th>EDC 0803</th>
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<th>$345</th>
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<tr>
<td>MW 3/26 - 4/16</td>
<td>6:00 p - 9:00 p</td>
<td>WHC 590221</td>
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GRAPHIC DESIGNING
Join a growing and in-demand career field! This nationally-recognized training program will teach you the fundamentals of Adobe Photoshop, the gold standard for image creation and editing. Learn graphic design basics and build your skills step-by-step, as you master the terms and processes used by professional graphic artists. Upon successful completion of this program, you'll be able to show potential employers an impressive electronic portfolio.

| GES 516 | 24/7 | 200 HRS. | WEB | $1,995 |

WORKFORCE DEVELOPMENT
Interested in professional development for your team? Call for customized group training and volume discounts rate. 954-201-7800 | 19
INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY BEST SELLERS
(Cisco, Citrix, EC-Council, IBM, ISC2, ITIL v2, Microsoft, VMware)

Cisco Certified Entry Networking Technician
The CCNA certification (Cisco Certified Network Associate) indicates a foundation in and apprentice knowledge of networking.

Additional Cisco Certifications include:
- Cisco Certified Network Associate
- Cisco Certified Design Associate
- Cisco Certified Network Professional
- Cisco Certified Design Professional
- Cisco Certified Security Professional
- Cisco Certified Internetwork Professional

Citrix Certified Administrator
The Administrator Series is designed for IT associates and focuses on validating core implementation skills. The Citrix Certified Administrator (CCA) spans Citrix solutions, validating the skills necessary to implement a specific Citrix product.

Additional Citrix Certifications include:
- Citrix Certified Advanced Administrator
- Citrix Certified Enterprise Engineer
- Citrix Certified Integration Architect

COMPTIA A+
In this course, you will acquire the essential skills and information you will need to install, upgrade, repair, configure, troubleshoot, optimize, and perform preventative maintenance of basic personal computer hardware and operating systems.

Additional Comp Tia Certifications include:
- CompTia Network+
- CompTia Security+
- CompTia Linux+
- CompTia Server+
- CompTia Project+
- CompTia CT+
- CompTia CDIA+
- CompTia Cloud Essentials
- EC-Council CEH Certification

EC-Council CHFI Certification
The CHFI course will give participants the necessary skills to identify an intruder’s footprints and to properly gather the necessary evidence to prosecute. Many of today’s top tools of the forensic trade will be taught during this course, including software, hardware and specialized techniques.

Additional EC-Council Certifications include:
- EC-Council CEH

IBM Business Analytics
IBM’s next-generation business analytic solutions help organizations of all sizes make sense of information in the context of their business. You can uncover insights more quickly and more easily from all types of data—even big data—and on multiple platforms and devices. And, with self-service and built-in expertise and intelligence, you have the freedom and confidence to make smarter decisions that better address your business imperatives. If cost and deployment are a concern, IBM offers software as a service option for business analytics.

Additional IBM Certifications include:
- IBM Information Management
- IBM Lotus
- IBM Rational
- IBM Tivoli Software
- IBM WebSphere
- IBM SOA 2008
- IBM SOA Designer
- IBM XML
- IBM Power Systems
- IBM System p AIX and UNIX
- IBM System x
- IBM System i
- IBM System Storage and Storage Networking

ISC2 Associate of ISC
If you’re a student or career changer considering moving into the field of information security, or just starting out in the Information Security workforce, you are eligible to become an Associate of (ISC)². By aligning yourself with the first name in information security, you’re jumping ahead of thousands of others vying for solid positions in the early stages of their careers.

Additional ISC2 Certifications include:
- ISC2 SSCP
- ISC2 CAP
- ISC2 CSSLP
- ISC2 CISSP

ITIL v2 Foundation
This hands on, instructor led, ITSM 2011 Foundation certification training program introduces the student to the fundamentals of IT Service Management. ITIL is a set of best practices guidance that has become a worldwide-adopted framework for Information Technology Services Management (ITSM) by many Public & Private Organizations. Since early 1990, ITIL has been evolving from focusing on Functions and Processes under versions 1 and 2 to focusing on the Full Service Lifecycle Management under current version. Delivered over three days the course features lectures, discussion, team exercises and quizzes.

Additional ITIL v2 Foundation Certifications include:
- ITIL v2 Service Manager
- ITIL v2 Practitioner
- ITIL v3 Foundation in IT Service Management
- ITIL v3 Intermediate
- ITIL v3 Expert
- ITIL v3 Master Qualification

Microsoft MCSE
Show that you can deploy and manage desktops and devices that provide access from anywhere, while maintaining security and compliance. Also validate your skills in desktop virtualization, remote desktop services, and application virtualization.

VMwareVCP
As the demand for IT professionals with data center virtualization skills increases, it is essential to distinguish yourself in the market with a certification that validates your technical capabilities. Earning your VMware Certified Professional – Data Center Virtualization certification does just that.

Additional VMware Certifications include:
- VMwareVCDX
- VMware VCAP
- VMware VCA-DT

Certification Programs Fees include:
- Textbooks
- Testing Fees
- Exam Vouchers

For course schedule, prices, objectives and additional information 954-201-7800 or cmmeadows@broward.edu  Classroom or live online
CODING
(Oracle, Linux LPIC, Red Hat, Microsoft)

CODING BOOT CAMP: FULL STACK APPLICATION ARCHITECT
(MCSA SQL, MCSA WEB Applications, MCSD App Builder)
The core training for this program is defined by the competencies emphasized in attaining the Microsoft Certified Solutions Associate (MCSA) certification credential in the SQL Database Platform and a (MCSA) in the following web technologies, HTML5, JavaScript, and CSS3. The core training for this program is also defined by the Microsoft Certified Solutions Developer (MCSD) App Builder certification.
MTWRF 360 HRS 8a-12p or 6p-10p 18 Weeks

BOOTCAMP SCHEDULE | START DATES
January 15, 2018
February 5, 2018
February 26, 2018
March 19, 2018
April 9, 2018

Bootcamps begin on the days listed above, and run for either five (5), seven (7) or fourteen (14) consecutive days, depending on the certification.
Class times are 9:00a to 5:00p.

LINUX-LPIC1
LPIC-1 is a professional certification program that covers performing maintenance tasks with the command line, installing & configuring a computer running Linux and configuring basic networking.

Additional Linux LPIC Certifications include:
- Linux LPIC-2
- Linux LPIC-3

ORACLE-OCA
Java SE 8 significantly changes the way Java Programmers write code. Earning a Java SE 8 Certification gives you the tools to make the most of the new features within Java SE 8.

Additional Oracle OCA Certifications include:
- Oracle OCP
- Oracle OCM
- Oracle OCE
- Oracle Developer
- Oracle DBA
- Oracle PeopleSoft
- Oracle MySQL
- Oracle SQL
- Oracle PL/SQL
- Oracle WebLogic

RED HAT LINUX
This intensive course rapidly trains programmers to develop applications and programs on Red Hat Enterprise Linux. Over the span of five days, you’ll get hands-on training, concepts, and demonstrations with emphasis on realistic labs and programming exercises. Learn concepts and skills essential to programming and software development for Linux-based applications and products.

WEB DESIGN
(Microsoft, Oracle)

MSCD
Demonstrate your expertise at designing and developing fast and fluid Windows 8 apps. There are two paths to achieving this certification—using HTML5 or C#. MCPD certifications will not be updated for versions later than Visual Studio 2010, and your MCPD certification will decline in value as companies move to newer versions of our products. Take advantage of special upgrades to earn a Microsoft Certified Solutions Developer (MCSD) and protect your investment in your certifications.

Oracle OCE
This certification is geared toward experienced developers of Java technology applications. Certified individuals should have the knowledge and skills to quickly build web applications suited to any Java EE 6 application server using JSP and servlet technologies. They should be familiar with the current methods for analyzing, designing, developing, and deploying web applications with Java technologies and have some experience in constructing and deploying the small-to-medium scale web applications found in intranet and low-volume commercial sites.

Additional Oracle OCA Certifications include:
- Oracle OCP
- Oracle OCM
- Oracle OCE
- Oracle Developer
- Oracle DBA
- Oracle PeopleSoft
- Oracle MySQL
- Oracle SQL
- Oracle PL/SQL
- Oracle Weblogic

I.T. COURSE SCHEDULE:
Courses are available at various start-dates and times. To accommodate your busy schedule call 954-201-7800.

Certification Programs Fees include:
- Textbooks
- Testing Fees
- Exam Vouchers
ENTREPRENEURSHIP

CORPORATE EVENTS & WEDDING PLANNER
Begin a new career as a Wedding Planner/Event Planner! This certificate program provides a solid foundation for individuals looking to get started in the industry right away. Discover how to plan, coordinate and direct weddings and special events: signature wedding styles, wedding day etiquette, music selection, contract preparation, working with vendors and prospective brides and grooms. Student must complete all class projects to receive certificate. Textbook required – buy from Broward College bookstore.

EDI 0038   24 HRS.   $695
M   1/22 - 3/19   6:00 p - 9:00 p   MWC   590433

FASHION DESIGNING
Gain an understanding of the fashion design industry: pattern making, styling, color theory, trend forecasting, marketing strategies, fashion sketching and building a portfolio. Student must complete class assignments, sketching portfolio, and final sewing design projects to receive a certificate. Sewing machine required. Textbook required – buy from Broward College bookstore.

EDI 0286   24 HRS.   $399
TR   1/25 - 2/20   6:30 p - 9:30 p   NOR   590441

GRAPHIC DESIGN WITH PHOTOSHOP
Learn how to use Photoshop to fix and process photos to create professional images. This powerful digital imagery program takes you through the process, step by step. You’ll learn how to use tools, interface, selections, layers, channels, and smart objects.

EDC 0911   24 HRS.   $399
W   1/31 - 3/28   6:00 p - 9:00 p   MWC   592622

INTERIOR DESIGN
This certificate program offers the opportunity to develop knowledge and skills required for completing successful decorating, redesigning, or home staging projects. Course includes: selection and coordination of colors, soft furnishings, flooring, lighting, accessories, decorative finishes, and practical business applications for aspiring business owners. Learn the principles of design, color, texture, scale, balance, and how to apply them. Complete all class projects to receive a certificate. Textbook required – buy from Broward College bookstore.

EDI 0058   24 HRS.   $595
W   3/14 - 5/2   6:00 p - 9:00 p   WES   590435

PHOTOGRAPHY
Thinking about a career in photography? This course can help you get started. Gain an understanding of the basic fundamentals of digital photography: fashion, portraits, etc. Explore preparing for a shoot, lighting techniques, photo finishing, creating your start-up portfolio, etc. Fee includes course materials and certificate. Students must complete all assignments and projects. Bring camera to class for "live" photo session.

EDI 0037   24 HRS.   $399
R   1/25 - 3/22   6:30 p - 9:30 p   WES   590215

KAUFFMAN FASTTRAC® NEWVENTURE™ PROGRAM
This 30-hour course follows a framework to support aspiring entrepreneurs starting their businesses. Learn from Certified FastTrac® Affiliates in an interactive, group environment while networking with others. Accepting applications.

START-UP NOW ACCELERATOR PROGRAM
Ready to start your own business? Take the first step with this six-month accelerator program. No cost to you, funded by the U.S. Department of Commerce I6 grant. In partnership with CareerSource Broward. Accepting applications.

B U S I N E S S  I N C U B A T O R

THE INNOVATION HUB is a mixed-use business incubator, focusing on housing a dynamic community of entrepreneurs, start-ups, mentors, advisors and investors. We are a one-stop resource for business owners!
BILLING AND CODING CERTIFICATION
Medical Billing and Coding is a nationally-recognized online program. Prepare for entry-level careers in the healthcare industry. Learn how to assign industry codes to patient records to bill insurance and third-party companies. Master the three main code sets used within the industry: ICD-10/ICD-9, CPT, and HCPCS. Voucher for the NHA Certified Billing & Coding Specialist (CBCS) exam included upon successful completion.

Testing Center: BC Pearson Vue
Program prepares you for national certification exams by NHA and AAPC.
GES 124 24/7 340 HRS. $1995

HESI TEST PREP
The HESI program is a pre-admissions test to evaluate the academic preparation of students entering nursing programs. In this course, students will review the areas of vocabulary, grammar, fundamental mathematical principles, biology, anatomy and physiology, and chemistry. Scenarios and vocabulary terms provided will focus on the healthcare industry.
EDI0920 (English) 9HRS. $99

PROJECT MANAGEMENT INSTITUTE®
This program provides 35 contact hours of formal education as required by the Project Management Institute, Inc. (PMI), for eligibility for the Project Management Professional (PMP®), as well as for the Certified Associate Project Manager (CAPM®) certification. It is an instructor-led course designed for students that wish to secure either credential. See page 8 for dates.
EDI0915 35 HRS. $1,495

SAT TEST PREPARATION
Prepare for the SAT, and review your math and verbal skills. Sessions focus on math and verbal skills needed for the SAT and effective test taking strategies. Improve test-taking skills, familiarize yourself with question methodology, and gain a competitive edge. Sessions highlight math, essay, verbal, reading, and test taking skills to be your best!
EDC 0212 18 HRS. $249
S 1/20 - 2/24 9:00 a - 12:00 p SOU 590216

GRE (GRADUATE RECORD EXAMINATIONS) TEST PREPARATION
Review of math and verbal skills required for the Graduate Records Examination (GRE). Includes review of effective test taking strategies.
EDC 0458 18 HRS. $249
TR 2/20 - 3/15 6:00 p - 9:00 p CEN 590217

FTCE GK MATH
This course prepares participants to master the concepts of the four Math domains assessed on the General Knowledge Exam (number sense, concepts, and operations, geometry and measurement, algebra, and data analysis and probability).
EDI 0291 12 HRS.
S 2/3 - 3/3 9:30 a - 12:30 p CEN 590520

FTCE GK ENGLISH
This course prepares participants to master the concepts of the three English domains assessed on the General Knowledge Exam (language structure, vocabulary application, and standard English conventions).
EDI 0961 9 HRS.
MW 2/5 - 2/12 6:30 p - 9:30 p CEN 590855

FTCE GK READING
This course prepares participants to master the concepts of the three Reading domains assessed on the General Knowledge Exam (key ideas and details based on text selections, craft and structure based on text selections, and integration of information and ideas based on text selections).
EDI 0962 9 HRS.
MW 2/14 - 2/21 6:30 p - 9:30 p CEN 590515

FTCE GK ESSAY
This course prepares participants to master the concepts of the three Essay domains assessed on the General Knowledge Exam (purpose of writing, introducing a topic, formulating a relevant thesis, organizing ideas, providing textual evidence, using transitional devices, maintaining a consistent point of view, applying conventions, and providing concluding statements that support the argument presented).
EDI 0963 9 HRS.
TR 2/6 - 2/13 6:30 p - 9:30 p NOR 590512

FTCE PROFESSIONAL EDUCATION TEST
This course prepares participants to master the concepts assessed on the Professional Educator Exam.
EDI 0964 12 HRS.
TR 3/12 - 3/21 6:30 p - 9:30 p CEN 590524

For more information and to register for testing, contact:
North Campus bldg. 46 rm. 245 (954) 201-2345
Central Campus bldg. 17 rm. 220 (954) 201-6134
South Campus bldg. 68 rm. 213 (954) 201-8884

Interested in professional development for your team? Call for customized group training and volume discounts rate. 954-201-7800
SPRING BREAKAWAY 2018
SCHOOL’S OUT, LET THE FUN BEGIN!
Tigertail Lake Recreational Center – Enroll early and catch the wave!
Program includes a unique blend of academics at a beach environment

March 26 - 30 • 7:30 a - 5:30 p
Don’t hang around the house this spring... enroll early and catch the wave!

LEARN MORE
For class schedules, locations, fees, and to register:
1. Go to www.broward.edu/ce
2. Click on “Course Finder”
3. Select the “Kids and Teens College” from the drop down menu and search.

Or contact the Youth Program Specialist:
Julie Simon at: 954-201-7800 or ce@broward.edu

ACADEMIC ENRICHMENT
SAT TEST PREPARATION
Prepare for the SAT, and review your math and verbal skills. Sessions focus on math and verbal skills needed for the SAT and effective test taking strategies. Improve test taking skills, familiarize yourself with question methodology, and gain a competitive edge. Sessions focus on math, essay, verbal, reading, and test taking skills to be your best! Get on the road to becoming exceptional!

EDC 0212 18 HRS. $249
S 1/20 - 2/24 9:00 a - 12:00 p SOU 590216

TUTORING: MATH, READING, & WRITING
Certified teacher will provide tutoring based on student’s needs. Lessons will mirror concepts covered in school. Assessment to identify student’s current abilities will be given on first day of class. Bring current report card to first class session.

EDI 0081 10 HRS. $159
S 2/3 - 3/3 10:00 a - 12:00 p CEN 592629
S 4/7 - 5/5 10:00 a - 12:00 p SOU 592630

2017/18 SCHOOL CALENDAR-BROWARD COUNTY PUBLIC SCHOOLS*

*Year-Round Schools Follow Different Calendars

REGISTER TODAY! www.broward.edu/ce or 954-201-7800
Registration at Central, North, and South Campuses
CHILD CARE

Mandatory Steps for Admission:
Show state confirmation copy and Broward College receipt to the instructor on the first day of class.
For information, call 954-201-7800.
1. Enroll at www.myflorida.com/childcare/training
2. Call 954-201-7800 to have a representative register you for the Child Care course.
3. Purchase your books at the campus bookstore where your class is held.
*State Requirement: Social security number or Florida ID number. If you do not have a social security number, contact the State of Florida at 1-800-352-2842.

30-HOUR INTRODUCTION TO CHILD CARE WITH BEHAVIORAL OBSERVATION AND SCREENING
This 30-hour course includes rules and regulations for child care facilities, child abuse and neglect, health, safety and nutrition, child growth and development and behavioral observation & screening. Textbook required - buy from Broward College bookstore.

EDE 0099 30 HRS. $125
R 2/15 - 4/26 6:30 p - 9:30 p SOU 590225
TR 3/27 - 4/26 6:30 p - 9:30 p NOR 590224

EDE 0104 (Spanish) 30 HRS. $125
S 4/7 - 5/5 9:30 a - 4:30 p CEN 590226

SUBSTITUTE TEACHER TRAINING

Classroom Management Program
No experience in the classroom, but want to teach in Broward Schools? Take this recommended course and receive your certificate of completion. Course material provided.

EDE 0755 14 HRS. $99
S 1/20 - 1/27 8:00 a - 3:00 p SOU 590428
MW 2/19 - 2/28 6:00 p - 9:30 p PIN 590426
TR 3/13 - 3/22 6:00 p - 9:30 p NOR 590420

FLORIDA TEACHER CERTIFICATION EXAM GENERAL KNOWLEDGE (FTCE GK)

Brush up on your skills to prepare for the Florida Teacher Certification Exam. These comprehensive courses include review/practice skills on the FTCE General Knowledge exams.

FTCE GK MATH
This course prepares participants to master the concepts of the four Math domains assessed on the General Knowledge Exam (number sense, concepts, and operations, geometry and measurement, algebra, and data analysis and probability).

EDI 0291 12 HRS. $129
S 2/3 - 3/3 9:30 a - 12:30 p CEN 590520

FTCE GK ENGLISH
This course prepares participants to master the concepts of the three English domains assessed on the General Knowledge Exam (language structure, vocabulary application, and standard English conventions).

EDI 0961 9 HRS. $99
MW 2/5 - 2/12 6:30 p - 9:30 p CEN 593085

FTCE GK READING
This course prepares participants to master the concepts of the three Reading domains assessed on the General Knowledge Exam (key ideas and details based on text selections, craft and structure based on text selections, and integration of information and ideas based on text selections).

EDI 0962 9 HRS. $99
MW 2/14 - 2/21 6:30 p - 9:30 p CEN 590515

FTCE GK ESSAY
This course prepares participants to master the concepts of the three Essay domains assessed on the General Knowledge Exam (purpose of writing, introducing a topic, formulating a relevant thesis, organizing ideas, providing textual evidence, using transitional devices, maintaining a consistent point of view, applying conventions, and providing concluding statements that support the argument presented).

EDI 0963 9 HRS. $99
TR 2/6 - 2/13 6:30 p - 9:30 p NOR 590512

FTCE PROFESSIONAL EDUCATION TEST
This course prepares participants to master the concepts assessed on the Professional Educator Exam.

EDI 0964 12 HRS. $129
TR 3/12 - 3/21 6:30 p - 9:30 p CEN 590524
**DID YOU KNOW?**

> The Federal Aviation Administration (FAA) incorporated new licensing guidelines June 21, 2016 for small Unmanned Aircrafts (sUAS).

> The Part 107 regulatory action requires a special piloting license for commercial use of drones.

> Commercial pilots in command of a drone, must receive a remote pilot airman certificate with a sUAS rating.
SET GOALS

It’s difficult to arrive at a final destination when you’re unsure of what it is and how to get there. Develop a roadmap for reaching your educational goals.

USE AN APPOINTMENT BOOK

It’s easy to forget assignment due dates, test days, and other important information when it’s not written down, especially when you’re focused on your studies.

BE AN ACTIVE READER

You’ll better retain information from the textbook if you practice active reading.
EXCITING RECREATIONAL PROGRAMS

Rock Climbing | Sailing | Ropes Course | Windsurfing | SCUBA Diving PADI Certification

OPEN TO THE COMMUNITY, BUSINESSES, AND BROWARD COLLEGE STUDENTS

CORPORATE TEAM BUILDING PROGRAMS:
ENGAGE YOUR TEAM AND ACHIEVE SUCCESS

CONTACT 954-201-7803 OR CE@BROWARD.EDU
GOLF – BEGINNING/INTERMEDIATE
Develop your golf swing! Learn the fundamentals, etiquette and rules of golf, clubs and club selection, grip, swing, and follow-through. Bring $6 per class for golf balls/range fees. Class meets at North Campus driving range.
EDE 0984  12 HRS.  $89
S 1/27 - 3/3  9:00 a - 11:00 a  NOR  590431

PERSONAL FITNESS TRAINER | CERTIFICATION (CPT)
NCCA ACCREDITED (NATIONAL COMMISSION FOR CERTIFYING AGENCIES)
Learn the latest advances in exercise, nutrition and health while preparing to take the national certification board exam. Program is ideal for individuals looking for practical, hands-on instruction. You will work directly with our expert instructors to learn the skills to become a highly qualified personal trainer. This instructor-led learning program teaches you key concepts such as program design, resistance training instruction, corrective exercise, body composition analysis, and integrated flexibility training. With hands-on learning, students perform evaluation and training techniques. Expert instructors guide your learning and answer all your questions. Taught by the National Council on Strength & Fitness. Accredited by NCCA (National Commission for Certifying Agencies). Purchase course materials prior to first class. Call to order: 1-800-772-6273
EDE 0601  32 HRS.  $495
MW 1/22 - 3/14  6:30 p - 8:30 p  SOU  590288

SAILING
Tigertail Lake’s sailing program is second to none. The sailing instructors at Tigertail Lake are fully certified and have decades of experience teaching (and sailing!), so rest assured that every student will learn at their own pace. Our sailing program is fun and exciting for everyone from the absolute beginner to the grizzled sea-dog. No previous experience is necessary to learn this amazing sport. Take your sailing adventure to the next level.
EDE 0542  18 HRS.  $169
S 1/20 - 2/24  9:00 a 12:00 p  TIG  593123
U 1/21 - 2/25  9:00 a 12:00 p  TIG  593126
S 3/17 - 4/28  9:00 a 12:00 p  TIG  593128

PADI OPEN WATER SCUBA CERTIFICATION
Get certified to go scuba diving worldwide. Here is the fun, exciting, safe way to start exploring the underwater world. Gain the knowledge to become an open water diver. Upon completion of the course, your open water certification will enable you to participate in scuba diving worldwide. All scuba equipment is provided. Bring your own mask, fins, snorkel, and wetsuit.
EDE 0853  30 HRS.  $326
UMTRS 4/10 - 4/29 varies TIG 593130

ADVANCED OPEN WATER SCUBA CERTIFICATION
EDE 0852  30 HRS.  $365
Call for information.

WINDSURFING
Learn the basic skills to enjoy safe and recreational windsurfing. Course is held at our Tigertail Lake Center. Beginners and advanced windsurfers are welcome! Feel the wind at your back as you surf around the lake for a great workout and amazing fun. Learn the technical aspects from board types and rigging your sail, to figuring out how to best take advantage of any wind or wave conditions.
EDE 0543  18 HRS.  $141
S 1/20 - 2/24  9:00 a 12:00 p  TIG  593124
S 3/17 - 4/28  9:00 a 12:00 p  TIG  593127

FOOD, NUTRITION, & HEALTH CERTIFICATE NEW!
This certificate program provides a holistic overview of current food and nutrition issues and their impact on physical, social, and emotional health. You’ll also learn how to change eating habits for more healthful outcomes, including swapping processed sugar for other sweeteners, adding probiotics to the diet, and harnessing the healing effect of herbs.
CE Online  24 HRS.  $135
W 1/17-2/23  WEB
W 2/14-3/23  WEB
W 3/14-4/20  WEB
W 4/11-5/18  WEB

Interested in professional development for your team? Call for customized group training and volume discounts rate. 954-201-7800 | 29
INTERNATIONAL BUSINESS & FOREIGN TRADE (IBFT) PROGRAM*

THE BUSINESS DEVELOPMENT PROGRAM THAT COMES TO YOU!
The opening of the Expanded Panama Canal on June 26 signals the beginning of the abundance of opportunities for entrepreneurship. The project offers owners of small businesses the opportunity to enhance their current operations through courses that will help them improve their operations and increase their profitability.

LEVEL 1
- International Business
- International Trade Policies and Practices
- International Marketing
- Computer Applications in Business

LEVEL 2
- International Business
- International Trade Policies and Practices

LEVEL 3
- Global Supply Chain Management and Logistics
- International Business Simulation
- International Strategic Management
- International Marketing

BUSINESS SERIES
INTERNATIONAL TRADE - SEAPORT TRAINING PROGRAM
The opening of the Expanded Panama Canal on June 26 signals the beginning of the abundance of opportunities for entrepreneurship. The project offers owners of small businesses the opportunity to enhance their current operations through courses that will help them improve their operations and increase their profitability.

LEARN MORE
For eligibility requirement visit www.broward.edu/seaport
Or contact the Program Director:
Glenn Joseph at 954-201-7800 or ce@broward.edu

STUDENT SPOTLIGHT
What Our Alumni Say

"The courses and curriculum offered are ideal for a company of our size and stage of growth. The subjects are pertinent and timely for us and will help us to continue expansion internationally in addition to basic administrative and financial responsibilities. This program is very valuable to Drinkable Air and will be to any company interested in economic growth and the community."
~ John Fasano
Founder-VP Operations,
Drinkable Air, Inc.

PROJECT RENEW
YOU’VE COME SO FAR. WE CAN HELP YOU FINISH WHAT YOU STARTED.
Project RENEW* (Refugees Entering New Enterprises and Workforce) is a comprehensive program that provides English for Speakers of Other Languages (ESOL), continuing education, and vocational/workforce training for eligible refugees, asylees, Amerasians and victims of human trafficking living in Broward County.

Since its inception, RENEW has grown exponentially and has trained students from a variety of countries, such as Burma, Colombia, Cuba, China, Haiti, Iraq, Iran, Russia, Venezuela, and more. All courses are designed to help refugees achieve greater workforce success.

For eligibility, contact renew@broward.edu

*Sponsored by Broward College and the State of Florida, Department of Children and Families, Refugee Services Program, with grants from the U.S. Department of Health and Human Services, Office of Refugee Resettlement. For eligibility, contact renew@broward.edu
REGISTRATION | Students must register and pay for each course before they attend the first class meeting. There is no application fee for Continuing Education students and tuition is the same for Florida residents and non-Florida residents. All classes listed in this brochure are non-credit and are not applied toward a degree at Broward College (unless otherwise stated).

CAMPUS - IN PERSON | Go to the Registration office on A. Hugh Adams Central Campus, North Campus or Judson A. Samuels South Campus.

ONLINE | Follow the directions for application, registration and payment. Go to www.broward.edu/ce
Click the “Register! Course Search”
1. Choose (Subject) under Advanced Search
2. Click “Search”
3. Identify your course then add to cart
4. Click “Proceed to checkout”

REGISTRATION ASSISTANCE | call 954-201-7800 or email ce@broward.edu

LEARNING OPTIONS | classroom, online courses, customized training, on-demand learning

COURSE CANCELLATION | Broward College reserves the right to cancel any course that does not meet student enrollment requirements. If insufficient enrollment requires cancelling of a course, tuition fees will be fully refunded. Continuing Education reserves the right to cancel courses due to weather, emergencies, extenuating circumstances, or at the discretion of the college. Students will be contacted if cancellation impacts their schedule.

REFUND POLICY | Withdrawals: A student may withdraw from a course or educational activity that has not started, by logging on to their Broward College account. The student will receive a 100% refund between 10-15 business days back to the original method of payment used. Refunds: Refund requests must be made in writing and emailed to ce@broward.edu. Students who register and pay in full for an educational activity, but do not attend, forfeit the entire registration fee. Online classes are not refundable once the student’s registration has been processed.

PARKING | All campuses except downtown Fort Lauderdale: After registering and paying for your class(es), print out your parking permit, located online at www.broward.edu/ce. Click on “Continuing Education”. Under Resources, click on “Print Parking Permit”. Students must park in student parking spaces.

PARKING DOWNTOWN | Park on the first two levels of the city parking garage, located north of 111 East Las Olas Blvd. Pay at the parking kiosks (charge: $1.25/hour).

SPRING | JANUARY - MAY 2018 - HOLIDAYS AND DAYS OFF
• Martin Luther King, Jr. Day – January 15
• Spring Break – March 5-11
• Memorial Day – May 28

ADA/DISABILITIES | 954-201-7517
CAMPUS SAFETY | 954-201-4357 (HELP)
I CAN GET CERTIFIED

BUSINESS TOOLS THAT TRANSFORM
Customized group training and volume discounts available.

REGISTER TODAY
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