

Savannah Technical College
Professional Continuing Education Fall Course Schedule
October - December 2009

912.443.5808

Please note campus locations - Savannah, Crossroads, Effingham and Liberty

EFFINGHAM CAMPUS

912.754.2880

BUSINESS

COURSE TITLE	HRS	DAYS	BEGIN	END	COST	TIME	LOCATION
Embracing Diversity by Building Bridges	40	M/W	19-Oct	30-Nov	\$250	5:30 PM - 8:30 PM	E
Starting Your Own Small Business	40	Wed	21-Oct	20-Nov	\$249	5:30 PM - 8:30 PM	E
Dealing With Difficult People	24	T/Th	20-Oct	12-Nov	199+	6:00 PM - 9:00 PM	E
How to Bid and Negotiate Federal Grants & Contracts	4	W	28-Oct	4-Nov	\$129	6:00 PM - 8:00 PM	E

HEALTH

COURSE TITLE	HRS	DAYS	BEGIN	END	COST	TIME	LOCATION
Medical Terminology	30	T	3-Nov	5-Jan	\$125	6:00 PM - 9:00 PM	E
Medical Coding ICD 9	27	M	9-Nov	4-Jan	\$250	6:00 PM - 9:00 PM	E
Medical Coding CPT	27	W	11-Nov	6-Jan	\$250	6:00 PM - 9:00 PM	E

COMPUTER TECHNOLOGY

COURSE TITLE	HRS	DAYS	BEGIN	END	COST	TIME	LOCATION
MS Windows	8	M/W	16-Nov	30-Nov	\$59	6:00 PM - 8:00 PM	E
MS Word Intro	12	M/W	23-Nov	9-Dec	\$75	6:00 PM - 8:00 PM	E
MS Word - Intermediate	16	M/W	14-Dec	6-Jan	\$95	6:00 PM - 8:00 PM	E
MS Excel - Intro	12	T/TH	15-Dec	29-Dec	\$75	6:00 PM - 9:00 PM	E
MS Excel - Intermediate	16	T/TH	5-Jan	21-Jan	\$95	6:00 PM - 9:00 PM	E
MS PowerPoint - Intro	6	M/W	1-Feb	8-Feb	\$75	6:00 PM - 8:00 PM	E
MS 4-in-1 (MS Windows, Word, Excel, PowerPoint)	38	T/TH	24-Nov	14-Jan	\$239	6:00 PM - 8:00 PM	E
MS Outlook	8	T/TH	1-Dec	10-Dec	\$59	6:00 PM - 8:00 PM	E
MS Access - Intro	16	T/TH	15-Dec	7-Jan	\$99	6:00 PM - 8:00 PM	E
MS Access - Intermediate	24	T/TH	12-Jan	18-Feb	\$139	6:00 PM - 8:00 PM	E
MS Project Management	8	M/W	19-Oct	28-Oct	\$99	6:00 PM - 8:00 PM	E
Basic Keyboarding	24	M/W	2-Nov	9-Dec	\$229	5:30 PM - 8:30 PM	E

INDUSTRIAL TECHNOLOGY

COURSE TITLE	HRS	DAYS	BEGIN	END	COST	TIME	LOCATION
Forklift Operator	8	Fri	9-Oct	16-Oct	\$209	8:00 AM - 12:00 PM	E
Forklift Operator	8	Fri	13-Nov	20-Nov	\$209	8:00 AM - 12:00 PM	E
Forklift Operator	8	Fri	11-Dec	18-Dec	\$209	8:00 AM - 12:00 PM	E

LEISURE LEARNING

COURSE TITLE	HRS	DAYS	BEGIN	END	COST	TIME	LOCATION
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Digital Photography	8	Th	12-Nov	10-Dec	\$69	6:00 PM - 8:00 PM	E
Advanced Digital Photography	16	T	22-Dec	12-Jan	\$109	6:00 PM - 8:00 PM	E
Floral Arrangement	8	W	18-Nov	2-Dec	\$79	5:30 PM - 8:30 PM	E
Introduction to Interior Decorating	24	T	6-Oct	29-Oct	\$199+	5:30 PM - 8:30 PM	E

FOREIGN LANGUAGE

COURSE TITLE	HRS	DAYS	BEGIN	END	COST	TIME	LOCATION
Conversational Spanish for The Workplace	32	T/Th	27-Oct	3-Dec	\$269	6:00 PM - 9:00 PM	E
Conversational Spanish (Intermediate)	40	T/Th	13-Nov	17-Dec	\$299	6:00 PM - 9:00 PM	E
Sign Language for Beginners	24	M/W	26-Oct	18-Nov	\$165	6:00 PM - 9:00 PM	E
French, Introduction	30	T	1-Dec	21-Feb	\$239	6:00 PM - 9:00 PM	E
Conversational German (Introduction)	30	T	1-Dec	9-Feb	\$219	6:00 PM - 9:00 PM	E

Professional Continuing Education Department Contact Information

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