

What's Inside

Career & Workforce classes are organized into these sections:

PROFESSIONAL	<p>PROFESSIONAL DEVELOPMENT</p> <ul style="list-style-type: none">Business SkillsProject ManagementLean Six SigmaHuman ResourcesComputer SkillsGreen TechnologyHospitalityEvent Planning CertificationFamily Violence <p>wpdi.clcillinois.edu/professional</p>	<ul style="list-style-type: none">Grant WritingMotorcycle TechnologySecurity Officer TrainingSafetyWorkplace SpanishSpanish Interpreter TrainingReal EstateTeacher EducationTeacher Education OnlineWater-WastewaterPersonal Success Program
SMALL BUSINESS	<p>SMALL BUSINESS WORKSHOPS</p> <ul style="list-style-type: none">Start-Up & Business PlanningBusiness Growth & DevelopmentEmployee & Human Relations <p>wpdi.clcillinois.edu/sbdc</p>	<ul style="list-style-type: none">Accounting & FinanceCommerce & TechnologyMarketing & SalesLegal Aspects of Business OwnershipInternational Trade
HEALTH CARE	<p>ALLIED HEALTH PROFESSIONAL CLASSES</p> <ul style="list-style-type: none">Pharmacy Technician TrainingUpdates for NursesHeartsaver CPR with Adult, Child & Infant TrainingCPR Refresher: BLS Healthcare Provider <p>www.clcillinois.edu/noncredit/programs/alliedhealth.asp</p>	<ul style="list-style-type: none">CPR Basic: BLS Healthcare ProviderIV Therapy BasicsEKG InterpretationSelect Topics: Nursing CECurrent Nursing Practice Update
WORKFORCE SERVICES	<p>WORKFORCE AND PROFESSIONAL DEVELOPMENT INSTITUTE</p> <ul style="list-style-type: none">Client SolutionsContinuing Professional DevelopmentIllinois Small Business Development Center <p>wpdi.clcillinois.edu</p>	<ul style="list-style-type: none">Illinois Procurement Technical Assistance CenterJudicial Services

Career & Workforce

Career and Workforce

Classes and services for individuals and employers

General Enrollment Information

(847) 543-2061

Allied Health

(847) 543-2043

www.clcillinois.edu/noncredit/programs/alliedhealth.asp

Client Solutions

(847) 543-2615

wpdi.clcillinois.edu/training

Continuing Professional Development

(847) 543-2615

wpdi.clcillinois.edu/professional

Illinois Small Business Development Center

(847) 543-2033

wpdi.clcillinois.edu/sbdc

Illinois Procurement Technical Assistance Center

(847) 543-2025

wpdi.clcillinois.edu/ptac

Judicial Services

(847) 543-2185 (courses)

(847) 543-2100 (volunteering)

wpdi.clcillinois.edu/judicial



COURSES

Professional Development2C

Small Business18C

Allied Health22C

WORKFORCE & PROFESSIONAL DEVELOPMENT INSTITUTE (WPDI)

SERVICES/CUSTOMIZED CLASSES:

Client Solutions24C

Illinois Small Business
Development Center28C

Illinois Procurement Technical
Assistance Center30C

Judicial Services31C

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Fall 2009

Classes

Results-oriented Training & Consulting through Quality Instruction

For more than 20 years, the College of Lake County's Workforce and Professional Development Institute has maintained a solid reputation for providing results-oriented training and consulting services for corporations, small businesses, individuals, and community organizations. Our courses, workshops, and seminars are taught by the best instructors in the business, skilled in teaching and connecting with adults.



Andy Kaufman, Project Management Professional Series Instructor, is an international speaker, author, executive coach, and president of the Institute for Leadership Excellence & Development Inc. Andy brings a rich background of over 25 years experience; his focus is about transforming organizations through proven, holistic, real-world approaches.



Debra Owens, Lean Six Sigma Instructor, brings over 30 years of experience in process and performance improvement to WPDI. Debra's wide range of experience includes working with healthcare, manufacturing, service, small business, non-profit, and government organizations.



Monte Lewis, Strategic Sales Skills Certificate Instructor, is a proven consultant and instructor with over 17 years experience. Monte helps his clients and students create strategic business advantages by developing their skills and performance in sales, leadership, and enterprise development.

WPDI's open enrollment courses, one- and two-day workshops and seminars are a great option for anyone seeking professional development. Visit wpdi.clcillinois.edu to learn about our quality, professional training.

Career & Workforce

In these pages you will find courses and services for individuals, businesses and the community.

Professional Development

Take charge of your own professional development by enrolling in these courses designed to help you develop or enhance your career skills. Classes begin on page 2C.

Allied Health

Refresh or expand your skills as a health care professional with these courses. Offerings also include courses designed to provide short-term training for individuals who wish to enter a health field. Classes begin on page 22C.

Small Business

Give your small business a competitive edge by enrolling in our workshops for small business owners. Use our services to start or grow your business. For information on services for small business owners, see page 18C.

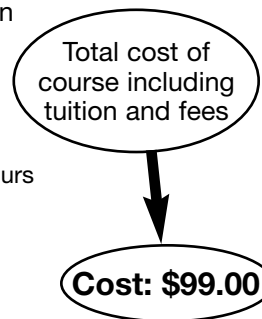
Workforce and Professional Development Institute

Whether you wish to enhance your own skills or your organization's performance, CLC's Workforce and Professional Development Institute (WPDI) can meet your needs. Courses for individuals are included under "Professional Development" and "Small Business." Details on services and other training programs begin on page 24C.

How to Read Course Coding Information

Complete Code Location Information on page 2P of the Personal Enrichment section of this class schedule.

VALH **7** **EKG Interpretation** **(2-0)** **1 Hour**
 Course Prefix Course Number Course Title Lecture-Lab Hours Semester Hours of Credit



3511	VALH 7-001	0600P-0800	W	GLC	B129	10/24	10/24	STAFF
Class Number	Course Number & Section Number	Class Meeting Time	Day of Week	Campus Code	Room Location	Date Begins	Date Ends	Instructor