



Online Courses

Ready to start when you are

For Career Training and Professional Development

Online Career Training is offered in partnership with Gatlin Educational Services

- New courses start everyday
- Course cost and hours vary
- All materials included

Courses offered in:

- Healthcare
- Business
- Construction/Automotive Technology
- Internet, Design & Technology
- Microsoft Certification Training
- Networking/CompTIA Certification Training
- Video Game Design & Development

Go to carrollcc.edu/cetonline for course listings, descriptions and registration information

Continuing Education & Training:
410-386-8100
www.carrollcc.edu

059-A10-610

CCNA Certification Level 2

Participants will examine the architecture, components and operation of routers, and apply the principles of routing and routing protocols. Students analyze, configure, verify and troubleshoot the primary routing protocols RIPv1, RIPv2, EIGRP, and OSPF. By the end of this course, students will be able to recognize and correct common routing issues and problems. Offered in conjunction with the Cisco Networking Academy. *Prerequisites:* CCNA1: Networking Fundamentals. *Instructor:* Jack Drooger
Cost: \$495 (MD Senior Adults: \$400); includes materials
Course #: TEC-273-A2
Nov. 2 - Dec. 21, Online (with two Saturday meetings)

CCNA details: Most class lessons, materials, and labs are accessed via the web; however, students and instructor also will interact at scheduled times via online classroom and will require two Saturday meetings. Meeting dates and times will be scheduled by the instructor and enrollees. Students must have a personal computer and Internet access (broadband is recommended) to complete online assignments and exams.

Online Information Technology Certification Training

Microsoft Certified System Admin 2003 (MCSA)

Successfully implement, manage, and trouble-shoot Microsoft Windows server-based operating systems, and systems that contain messaging services, file/print servers, and firewalls.
Cost: \$2,495 (MD Senior Adults: \$2,495)
Course #: XXG-014-A2

Online

For information go to www.gatlineducation.com/carrollcc

MS Certified Database Administrator (MCDBA)

For professionals who design, implement, and administer Microsoft SQL Server databases.
Cost: \$3,095 (MD Senior Adults: \$3,095)
Course #: XXG-013-A4

Online

For information go to www.gatlineducation.com/carrollcc

Microsoft Certified System Admin Plus 2003 (MCSA+)

A program for those who already hold CompTIA certifications and wish to complete the MCSA training.
Cost: \$2,195 (MD Senior Adults: \$2,195)
Course #: XXG-015-A2

Online

For information go to www.gatlineducation.com/carrollcc

Microsoft Certified System Engineer (MCSE)

Intended for those who analyze business requirements, design infrastructure and deploy networks.

Cost: \$3,295 (MD Senior Adults: \$3,295)

Course #: XXG-016-A2

Online

For information go to www.gatlineducation.com/carrollcc

Linux+/LPI Level One Certification Training

Linux+ is an entry-level certificate program, developed by CompTIA™, which measures Linux knowledge and skills for an individual with at least six months practical experience (Network+ or A+ background). The online Linux+ Certification Preparation course prepares students to write the CompTIA™ Linux+ exam. Linux Professional Institute Advanced Certification Training was developed by the Linux Professional Institute to provide a useable, common measurement of Linux skills. Students taking these courses learn the fundamentals of the Linux operating system including how to configure Linux system services, how to manage a Linux system in a networked environment, and finally, how to manage the servers a Linux system provides.

Cost: \$2,195 (MD Senior Adults: \$2,195); includes text

Course #: XXG-059-A2

Online

For information go to www.gatlineducation.com/carrollcc

GREEN JOBS & SUSTAINABLE LIVING

Energy Savings - Do it Yourself

NEW! Installing Solar Light Tubes

Light up a dark interior with free natural sunlight! Only Solar Light Tubes provide such an inexpensive alternative to expensive skylights and high electric/power bills. Learn how to buy and install these leak-proof and storm-tested solar light tubes in 2 to 3 hours. Going green was never so good or so cheap!

Instructor: Don West

Cost: \$20 (MD Senior Adults: \$20)

Course #: XXZ-702-A2

Tue., Oct. 13, 7:00 - 9:00 PM

Washington Road Campus

Easy Energy Savings for the Home

See Lifestyle/Home & Garden section starting on p. 54 for course details.

Green Plumbing

The future of plumbing is green. In partnership with Green Plumbers USA, Carroll Community College is offering this series of 5 classes for plumbers. Learn how to use energy efficiency and water savings technologies in your business and promote these practices to your customers. Instructor for the series is Pat Scheper, Apple Plumbing

NEW! Caring For Our Water

Considered the primary course in the five course series, Caring for our Water focuses on indoor water efficiency as it pertains to residential and business applications. Topics include: reducing household water consumptions, water history and facts, water efficient product highlights (urinals, toilets, showerheads, etc.), and an introduction to water audits.

Cost: \$175 (MD Senior Adults: \$175)

Course #: VOC-351-A2

Fri., Sep. 18, 8:30 AM - 5:30 PM

Business Training Center, Rm. T317

NEW! Climate Care

Focus on the relationship between Climate Change specifically regarding the GHG's and water. Topics include: hot water heating and energy consumption, structured plumbing, product reviews and greenhouse gas abatement as it relates to the plumbing industry.

Cost: \$175 (MD Senior Adults: \$175)

Course #: VOC-350-A2

Fri., Oct. 16, 8:30 AM - 5:30 PM

Business Training Center, Rm. T317

NEW! Inspection Report Service

This course is designed for immediate implementation. It offers attendees the knowledge to conduct 50 point water and energy audits in the industrial, commercial and residential sectors. The audit helps promote water and energy efficiency by finding water wasters, and helps prepare a master plan for future improvements.

Cost: \$100 (MD Senior Adults: \$100)

Course #: VOC-353-A2

Fri., Dec. 11, 1:30 - 5:45 PM

Business Training Center, Rm. T325

NEW! Solar Hot Water

Learn all aspects of solar hot water, including sizing, installation, retrofits and new technologies. Cover state and federal rebate programs being offered to offset the cost of implementing this new technology both commercially and residentially.

Cost: \$100 (MD Senior Adults: \$100)

Course #: VOC-352-A2

Fri., Dec. 11, 8:30 AM - 12:45 PM

Business Training Center, Rm. T325

NEW! Water Efficient Technology

Plumbers: Learn how to implement alternative water uses and become the expert for your customer. Focus on alternative water resources including grey water, rain water catchment and waste water treatment and re-use. Reused and recycled water are new technologies that are becoming standardized in the plumbing/contract industry.

Cost: \$175 (MD Senior Adults: \$175)

Course #: VOC-354-A2

Fri., Nov. 20, 8:30 AM - 5:30 PM

Business Training Center, Rm. T317

Home Energy Auditors and Weatherization Installers

Carroll Community College is a member of the Construction and Energy Technologies Education Consortium (CETEC). Economic incentives are now available for home weatherization, and there is an increased demand for people who can do home energy audits and install the required weatherization. Training is available soon. Go to carrollcc.edu/greenjobs for more information.

Tip for Going Green!

Use unbleached coffee filters. Bleached paper products create dioxin, a deadly toxin which can make its way into our ground water.

Partnership with the Green Building Institute

NEW! Green Tax Incentives

Green is more affordable than you think! Learn about the various Federal and Maryland green tax credits and other tax incentives available to individuals and small businesses. Examples include residential energy credits, credits for alternative fuel vehicles and investment tax credits for businesses as well as accelerated depreciation. Geared towards everyday consumers and business owners. *Instructor:*

Barry Fields Barry D. Fields

Cost: \$55 (MD Senior Adults: \$55)

Course #: XXZ-711-A2

Sun., Nov. 8, 1:00 - 3:00 PM

Business Training Center, Rm. T317

Barry Fields Barry D. Fields, CPA, MST is a tax professional at Bormel, Grice & Huyett, P.A. and has developed a specialty in green tax incentives and their practical application in today's building industry. He provides

a full range of tax and consulting services for a client base including contractors, service providers, real estate professionals, individuals, partnerships, limited liability companies and corporations.

NEW! Understanding Green Building Certifications

Learn more about the requirements behind getting green building "certification." De-mystify the process by exploring the interrelated components that make up a Green Building as defined by the leading certification systems: LEED® - Leadership in Energy & Environmental Design, developed by the U.S. Green Building Council; The Green Globe Rating System, developed by The Green Building Initiative; other rating systems for residential homes. Find out what it takes to get your next building project officially recognized as being Green. *Instructor: Stan Sersen*

Cost: \$55 (MD Senior Adults: \$55)

Course #: XXZ-710-A2

Wed., Sep. 23, 6:30 - 9:30 PM

Business Training Center, Rm. T315

Stan Sersen received his Bachelor of Architecture from the University of Maryland in 1978, specializing in environmental design, solar engineering, and structural engineering. He is a licensed Architect in Maryland, Pennsylvania and Virginia and earned the Reserve Specialist (RS) designation from Community Association's Institute and the Leadership in Energy and Environmental Design Accredited Professional (LEED®AP) Certification from the US Green Building Council. He has over 30 years of building experience as a Forensic Architect and a Certified Home Solar Inspector. His work with the National Solar Data Network, as a solar analyst on passive and active solar designs, and his extensive experience on construction projects of all types allow him to combine Energy design with construction experience.

NEW! Green Energy for Home & Business

In the US alone, buildings represent almost 40% of primary energy use. Learn about the exciting range of renewable energy options for your home or business. Explore geothermal, solar thermal, photo voltaic and wind power and discuss how these clean energies can lower your energy bills and reduce green house gas emissions. Gain a broader understanding of the energy grid and what this means for the everyday operation of our buildings and the health of our environment.

Instructor: Jeff Gilbert

Cost: \$55 (MD Senior Adults: \$55)

Course #: XXZ-709-A2

Sun., Oct. 18, 1:00 - 3:00 PM

Washington Road Campus, Rm. M161

NEW! Solar Water Heating Systems

Solar water-heating systems can have a payback period of as little as three years! Explore various systems and learn about their basic function, components as well as size and cost variations. Also covers available rebates and incentives. *Instructor: Jeff Gilbert*
Cost: \$55 (MD Senior Adults: \$55)
Course #: XKZ-708-A2
Sun., Sep. 13, 1:00 - 3:00 PM (1 session)
Business Training Center, Rm. T317

Jeff Gilbert, Chief Technical Officer for Chesapeake Solar, LLC, is a consulting Mechanical Engineer with 12 years of experience in renewable energy systems design, analysis and installation. He began by installing and maintaining solar hot water, solar pool heating, and geothermal heat pump systems, and then became a Wind Energy Analyst. Jeff has a natural propensity for invention and design and has built many unique solar cookers, one of which won first place in Home Power magazine's 1994 international design contest. He is also the inventor of two economic high performance heat exchangers for solar pool heating applications.

NURSING & ALLIED HEALTH

Nursing

Maryland Community College Association for Continuing Education and Training is accredited as a provider of continuing nursing education by the American Nurses Credentialing Centers Commission on Accreditation.

ECG and Pharmacology

Increase your competencies before ACLS! Or just improve your ECG recognition skills and cardiac drug treatment knowledge with this American Heart Association course. Can be used as a pre-course option for ACLS to improve success in achieving certification. Strengthen competency in ACLS algorithms and learn more effective use of drugs during peri-arrest or cardiac arrest. Open to all health care providers including nurses, physicians, paramedics, clinical pharmacists and ECG technicians.
Cost: \$73 (MD Senior Adults: \$45); includes text
Course #: NRS-410-A2
Tue., Oct. 13, 8:30 AM - 4:15 PM
Washington Road Campus, Rm. N106

Faith Based Community Nursing

If you have an active RN license, and are interested in combining your spirituality with your nursing skills, Faith Based Community nursing may be your specialty area! Learn the history behind Faith Based Community nursing, the roles of a nurse in a faith community, scope of practice, liability, and resources available for those in this field.
Cost: \$57 (MD Senior Adults: \$37)
Course #: NRS-333-A2
Fri., Sep. 4, 9:00 AM - 3:00 PM
Washington Road Campus, Rm. N104

Principles & Practices of IV Therapy

Don't be frustrated; be prepared when your patient needs an IV! Enhance your skills as a practicing nurse, IV tech, or EMT by taking this course from our expert on peripheral intravenous therapy and the care of the client requiring this therapy. Hot topics include: vein and device selection, venipuncture techniques, and basic care measures needed to provide quality care to the patient.
Cost: \$103 (MD Senior Adults: \$50)
Course #: NRS-344-A2
Sat., Oct. 3, 8:00 AM - 4:30 PM
Washington Road Campus, Rm. N211

Advanced Principles and Practices of IV Therapy

Build upon the principles of IV Therapy covered in NRS-344. Designed for the RN to enhance practice with patients requiring advanced IV therapies. Topics include: practical application and troubleshooting skills for central lines; IV therapies in the elderly and pediatric population; TPN and blood administration. *Prerequisite: NRS344 Principles of IV Therapy*
Cost: \$103 (MD Senior Adults: \$50)
Course #: NRS-335-A2P
Sat., Oct. 10, 8:00 AM - 4:30 PM
Washington Road Campus, Rm. N211

Principles of Education for Health Care Educators

Do students sleep in your classes? Discover creative teaching techniques for the classroom and clinical setting. Use these proven strategies to teach certified nursing assistant training, patient and community education, and in-service education. Review the principles of adult teaching and learning and how to overcome the barriers to learning. Get results with effective classroom and clinical evaluation methods. Meets the Maryland Board of Nursing requirements for teaching the CNA course.
Cost: \$155 (MD Senior Adults: \$30)
Course #: AHE-635-A2
Fri., Oct. 9 - 30, 12:00 - 4:15 PM (4 sessions)
Washington Road Campus, Rm. N105

RN Refresher - Part I - Theory

Provides learning experiences for nurses who have been out of the workplace and plan to return to work. Topics include treatment modalities, diagnostic measures, pathophysiological alterations, and current trends and issues in professional nursing. Combined with the clinical portion (NRS-409) course meets the Maryland Board of Nursing requirements to reactivate your license. Criminal background checks required for the clinical portion. Information will be distributed at first class session.
Cost: \$875 (MD Senior Adults: \$125); plus text
Course #: NRS-271-A1BM
Tue. & Thu., Aug. 18 - Nov. 10, 6:00 - 9:45 PM (25 sessions)
Washington Road Campus, Rm. N205

Nurse Refresher Part 2

Build upon the skills and knowledge in Part I (NRS271). Includes managing patient care, documentation, medication administration, emergency procedures, evaluation of patient care and team member responsibilities. Criminal background checks are required for this clinical training. You must complete the background check process at least 21 days prior to the start of the clinical training. For information call 410-386-8100.
Cost: \$740 (MD Senior Adults: \$125)
Course #: NRS-409-A2MP
Tue., Thu. & Sat., Nov. 7 - Dec. 15; Sat., Nov. 7, 8:00 AM - 4:30 PM; Tue. & Thu., 6:30 - 10:45 PM; all other Sat., 6:45 AM - 3:30 PM (14 sessions; no class 11/10, 26 & 28)
Washington Road Campus, Rm. N211 and local clinical facilities

Spanish for the Physician's Office

Speak your patients' language! Communicate more easily with your Spanish-speaking patients and their families. Learn more than 50 Spanish phrases and commands to help you collect patient information, assist patients to describe their complaint and help patients follow up on medical information.
Cost: \$205 (MD Senior Adults: \$60); includes text
Course #: FLC-140-A2
Tue., Sep. 15 - Nov. 17, 6:45 - 8:45 PM (10 sessions)
Washington Road Campus, Rm. M060

Spanish for Nursing

Enhance the quality of patient care for your Spanish-speaking patients. Designed for non-Spanish speaking nurses and future nurses, you will learn basic medical-related Spanish terms and phrases and will explore cultural differences. No prior Spanish necessary.
Cost: \$205 (MD Senior Adults: \$60); includes text
Course #: NRS-381-A2
Tue., Sep. 15 - Nov. 17, 4:30 - 6:30 PM (10 sessions)
Washington Road Campus, Rm. M060