

# Economic & Workforce Development Course Catalog

Forsyth & Stokes Counties

ForsythTech

MAY-AUGUST 2019

Community College

“Going back to school changed my life and the lives of my children.”

*Jaleena Miller*

*Hundreds of Course Offerings, Traditional & Online  
~Job Training ~Professional Growth ~Personal Enrichment ~Basic Skills*

# Welcome to Your New Beginning

## Timing is Everything

*Jaleena Miller*

For Jaleena Miller, receiving Forsyth Tech's Economic and Workforce Development catalog in the mail happened at exactly the right time.

As an unemployed mother with three children who just moved to North Carolina in 2017, Jaleena was not only having a difficult time finding a job, she couldn't even get an interview. After submitting 45 applications in the health care field, she didn't get a single call back.

"I realized I needed more training to get the job I wanted in health care," said Jaleena. "To provide a better life for my family, I began thinking about how I could get additional training as quickly as possible."



Then she received the EWD catalog with its course listings. The Certified Electronic Health Records Specialist course drew her interest. She felt that this was the answer to fulfilling her career goals, especially when she learned that the college offered financial assistance for those who are unemployed and seeking training through EWD's CareersNow programs.

Jaleena contacted the Educational Career Center and was approved to receive a Bank of America scholarship, which covered the cost of tuition, books, the Career Readiness Certificate (CRC) and the national exam for Certified Electronic Health Records Specialists.

She successfully completed the two-month course and passed the exam that gave her national certification as an electronic health care professional.

After completing the course and receiving her credentials, Jaleena was hired as a Senior Market Representative with Blue Cross Blue Shield of North Carolina. She helps resolve problems for Medicare patients who have issues with their claims. Jaleena feels that this opportunity, provided by the Bank of America scholarship, changed her life and the lives of her children. Through Forsyth Tech, she was able to obtain affordable short-term training and now has a sustainable career that she enjoys.

*Interested in the Certified Electronic Health Records Specialist or another program that can help you reach your goals? This catalog is full of them! Start reading, and find your pathway to success at Forsyth Tech!*

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Forsyth Technical Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees, diplomas and certificates. Contact the Commission on Colleges at 1966 Southern Lane, Decatur, Georgia 30033-4097 or call 404.679.4500 for questions about accreditation of Forsyth Technical Community College. The Commission can be contacted to file a third-party comment during the time of the College's decennial review or to file a complaint if there is evidence appearing to support the College's noncompliance with a requirement or standard. All other inquiries about the College should be addressed directly to the College.

101,650 copies of this document were printed at a cost of \$0.15per copy. 3/2019

# Looking for \$ to pay for courses?

**Programs marked with  are eligible for financial assistance!  
Call 336.734.7748 for more information.**

**Forsyth Tech receives grants and scholarships from several funding sources and community partners to assist students in getting jobs.**



# Train for the Job



## Administrative Support and Customer Service

### Customer Relations Management in a Call Center Environment ✓📱

Learn the art of serving customers in a call center environment. Cultivate repeat business, market products, and cross-sell using the communication techniques you'll learn. Gain the skill-set necessary to be a productive customer service agent within the wide variety of fields in today's job market. **Note:** For more information, call 336.757.3801.

Course Code: 126758, \$185  
5/17-6/28, MTWF, 8:30 am-12:30 pm  
Goodwill

### Intro to Clerical Assistant ✓

Would you like to learn more about clerical occupations and how to be successful in that field? Learn practical communication skills and get an introduction to Microsoft Word and Excel.

**Note:** This course is **FREE** if you are unemployed or meet specific income criteria.

Course Code: 129626, \$125, Gwyn  
6/4-7/23, TTH, 1-4 pm  
Goodwill, Room 302

## Beverage and Food

### Bartending 101 ❖

Get an introduction to the professional craft of bartending. Learn the Alcohol Beverage Control (ABC) laws and requirements, categories of alcohol, bar equipment, and a wealth of recipes for common and classic cocktails.

**Prerequisite:** 21 years of age or older  
Course Code: 129688, \$80, Bruton  
6/1-7/27, S, 9:30 am-12:30 pm  
West Campus, Room 15

### Culinary Arts Training ✓📱

Learn with hands-on instruction and get your certification in ServSafe sanitation. Gain basic culinary skills, knife skills, basic baking skills, and knowledge of kitchen safety, mass food production and "cook chill" technology. Receive job preparedness and retention instruction. This course is offered in collaboration with the Second Harvest Food Bank of Northwest NC's Providence Culinary Training and Goodwill Industries of Northwest NC, and includes a one-week internship and job placement assistance.

**Note:** An additional fee of \$200, payable to the Second Harvest Food Bank, to cover drug screening, criminal background check and ServSafe certification is due in full by the first day of class. Classes meet at Second Harvest Food Bank.

**Prerequisite:** 18 years of age or older  
Course Code: 130018, \$186  
5/13-8/19, MTWTFH, 8:30 am-3 pm

Course Code: 130022, \$185  
6/10-9/13, MTWTFH, 8:30 am-3 pm

Course Code: 130024, \$185  
7/15-10/16, MTWTFH, 8:30 am-3 pm

## Healthcare

### American Heart Association CPR

Receive your e-card upon successful completion of AHA courses. Certification is valid for two years. All AHA classes meet at West Campus. Visit <http://tiny.cc/FTCPR> for more information.

### Advanced Cardiac Life Support (ACLS): Initial Certification ❖📱

Are you an advanced medical professional? Receive your AHA ACLS training with this two-day class.

**Note:** Contact Marilyn Calhoun at [mcalhoun@forsythtech.edu](mailto:mcalhoun@forsythtech.edu) before registering.

Course Code: 129540, \$150, Fowler  
6/28-6/29, FS, 8 am-5 pm

Course Code: 129546, \$150, Fowler  
8/16-8/17, FS, 8 am-5 pm

### ACLS Renewal ❖📱

Get updated information and the current AHA standards of performance for your AHA ACLS renewal.

**Note:** Contact Marilyn Calhoun at [mcalhoun@forsythtech.edu](mailto:mcalhoun@forsythtech.edu) before registering.

**Prerequisite:** Current AHA ACLS Provider card

Course Code: 129541, \$120, Fowler  
6/29, S, 8 am-5 pm

Course Code: 129550, \$120, Fowler  
8/17, S, 8 am-5 pm

### Basic Life Support Healthcare Provider (BLS): Initial Certification ❖📱

Are you a healthcare provider or medical/nursing student who needs Basic Life Support CPR certification? Receive your e-card upon successful completion.

Course Code: 126239, \$45  
5/18, S, 8 am-12:30 pm

Course Code: 129172, \$45  
6/8, S, 8 am-12:30 pm

Course Code: 129206, \$45  
6/22, S, 8 am-12:30 pm

Course Code: 129208, \$45  
7/13, S, 8 am-12:30 pm

Course Code: 129210, \$45  
7/27, S, 8 am-12:30 pm

Course Code: 129212, \$45  
8/10, S, 8 am-12:30 pm

### BLS Renewal ❖📱

Need to renew your AHA BLS Healthcare Provider certification? Receive your e-card upon successful completion.

**Prerequisite:** Current AHA BLS Provider card

Course Code: 126252, \$35  
5/18, S, 1-4 pm

Course Code: 129205, \$35  
6/8, S, 1-4 pm

Course Code: 129207, \$35  
6/22, S, 1-4 pm

Course Code: 129209, \$35  
7/13, S, 1-4 pm

Course Code: 129211, \$35  
7/27, S, 1-4 pm

Course Code: 129213, \$35  
8/10, S, 1-4 pm

# Train for the Job

## Heartsaver CPR & First Aid

Are you a babysitter, lifeguard or just want the basic knowledge to manage an emergency for the first few minutes before EMS arrives? Then, this class is for you.

### CPR and First Aid

Course Code: 129214, \$65  
6/12, W, 8 am-4:30 pm

Course Code: 129219, \$65  
8/17, S, 8 am-4:30 pm

### CPR Only

Course Code: 129215, \$45  
7/17, W, 5:30-9:30 pm

### First Aid Only

Course Code: 129217, \$45  
7/24, W, 5:30-9:30 pm

## Heartsaver CPR & First Aid for Public School System Employees

Don't wait for an emergency to happen! Receive training to be qualified to provide immediate emergency assistance for your students and coworkers.

**Note:** These courses are fee exempt with proof of affiliation for public school system employees.

### CPR and First Aid

Course Code: 129220  
6/12, W, 8 am-4:30 pm

Course Code: 129224  
8/17, S, 8 am-4:30 pm

### CPR Only

Course Code: 129221  
7/17, W, 5:30-9:30 pm

### First Aid Only

Course Code: 129223  
7/24, W, 5:30-9:30 pm

## Pediatric Advanced Life Support (PALS)

Are you a healthcare provider interested in preparing to respond to emergencies for infants and children? Receive your AHA PALS certification in this two-day class.

**Note:** Contact Marilyn Calhoun at [mcalhoun@forsythtech.edu](mailto:mcalhoun@forsythtech.edu) before registering.

Course Code: 129553, \$150, Fowler  
8/9-8/10, FS, 8 am-5 pm

## Clerical Programs

Visit <http://tiny.cc/FTMedClinical> for enrollment requirements.

## Certified Electronic Health Records (EHR) Specialist

Train for high demand administrative positions in the medical community! Learn data management skills, including entry and transmission of patient data, restoration of electronic records, billing and coding, medical reporting, patient charting, and HIPPA privacy regulations. Course completion is required to sit for the national certification exam administered by National Healthcareer Association.

Course Code: 129379, \$185, Cole  
5/16-8/8, MWTH, 6-9:30 pm  
West Campus, Room 18

## Medical Unit Secretary

Get the skills needed to work as a medical unit secretary in a hospital or skilled nursing center. Learn about medical terminology, hospital record keeping and hospital procedures.

Course Code: 129380, \$203, Elswick  
5/20-8/22, MTWTH, 7-10 pm  
Bob Greene Hall, Room W304

## Pharmacy Assistant

Prepare for an entry-level job in a retail pharmacy. Use this course to start your path at Forsyth Tech toward becoming a Certified Pharmacy Technician!

Course Code: 130381, \$130, Vance  
5/21-7/16, TTH, 6-9 pm  
Goodwill, Room 306

Course Code: 130386, \$130, Vance  
7/22-9/16, MW, 9 am-Noon  
Goodwill, Room 306

## Clinical Programs

Visit <https://tiny.cc/FTClinicalPrograms> for course information, tuition, and requirements for enrollment in these programs.

## Activity Director

Receive basic training to become an activity director in long-term care, assisted living facilities or adult care homes! This course follows the state approved course outline. When training is complete, you will be qualified to work as an activity director in a nursing home or assisted living facility.

## Autism Paraprofessional

Would you like to learn how to provide services to children with autism spectrum disorders (ASDs)? Caregivers may work in educational, home-based, or community settings. Learn about ASDs, working with families of children with ASDs, managing challenging behaviors associated with ASDs and evidence-based practices for targeting communication, play, self-help, and social skills of children with ASDs. You will complete your practicum hours in a local autism specialty school. Upon satisfactory completion of the course, you will receive a certificate of completion.

## The Dorothy L. Lougee Nursing Assistant I Program

Want to learn basic nursing skills required to provide personal care for patients, residents, the elderly or others requiring medical assistance in a healthcare setting? Prepare to take the NC Nurse Aide I Competency Evaluation, which leads to being listed on the NC Nurse Aide I Registry.

**Note:** We also offer an NAI refresher course.

## The Dorothy L. Lougee Nursing Assistant II Program

Further your career as a nursing assistant by completing the NAI program. Through classroom, lab, and clinical learning experiences, learn about oxygen therapy, suctioning, sterile dressing changes, IV fluid assistive activities, ostomy care, gastronomy and nasogastric feedings, and catheterizations. Upon successful completion of the course and the competency evaluation, you can apply for listing as a Nurse Aide II with the NC Board of Nursing.

**Note:** We also offer an NAI refresher course.

**LEARN TO SAVE LIVES**

E-Cards available upon successful completion.

American Heart Association  
Learn and Live

**AUTHORIZED TRAINING CENTER**

# Train for the Job



## Medication Aide ✓📖

Do you want to further your healthcare career? Complete this course to become a medication aide! Learn medication administration via oral, topical and instillation routes, medical asepsis, hand hygiene, terminology, and legal implications. Upon successful completion, you will be prepared to take the competency exam and demonstrate skills necessary to qualify for listing on the NC Medication Aide Registry.

## Phlebotomy ✓📖🚗

Train for a job where you draw blood specimens from patients for the purpose of testing and analyzing blood. You will learn the theory of phlebotomy in class and have clinical experiences in hospital, outpatient clinics, and central processing areas.

## Coding Programs

Interested in becoming a Certified Professional Coder (CPC®)? Take this series of courses to prepare for the CPC® exam. Visit [www.aapc.com](http://www.aapc.com) to learn more about this certification.

## Medical Terminology ✓📖

Learn prefixes, suffixes, root words, terms that relate to anatomy and physiology, and review body systems. Be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders.

Course Code: 129623, \$185, Fithian  
5/21-8/4, ONLINE

## Medical Coding: CPT ✓📖

Learn the proper way to review medical charts and physician documentation to assign appropriate CPT procedural codes.

**Prerequisite:** Medical Terminology  
Course Code: 129627, \$185, Staples  
5/28-8/13, ONLINE

## Medical Coding: ICD-10 ✓📖

Learn medical coding rules and regulations, coding errors to avoid, and gain the ability to review and assign accurate ICD-10 diagnostic codes across a wide range of clinical cases.

**Prerequisite:** Medical Terminology  
Course Code: 129428, \$185, Staples  
5/28-8/13, ONLINE

## AAPC Exam Review ✓

Prepare for the National CPC® certification exam administered by the American Academy of Professional Coders ([www.aapc.com](http://www.aapc.com))! This is the final course in the online series for students seeking to take the Certified Professional Coder (CPC®) credentialing exam.

**Note:** Students must purchase a software access code from the West Campus bookstore.

Course Code: 129429, \$130, Fithian  
6/4-7/30, ONLINE

## Emergency Responders

### Emergency Medical Technician Basic ✓📖🚗

Interested in working in public safety or in increasing your knowledge in handling emergencies? Complete this course and then take the NC Emergency Medical Technician credentialing examination and/or the National Registry examination to become an EMT.

**Note:** Some Saturdays required. Visit <http://tiny.cc/FTEMT> for additional information and requirements for enrollment.

**Special Note:** Paid law enforcement will be fee exempt only if this course is deemed necessary to fulfill job duties and will require a written statement to that effect from a superior on agency letterhead.

Course Code: 125661, \$188  
6/3-8/6, MTTTH, 8:30 am-4 pm  
Northwest Forsyth Center, Room 215 🚗

## Interpreting in Health and Human Services

Are you bilingual in Spanish and English? Improve your reading, speaking, and writing skills and become an interpreter!

### National Standards & Ethical Principles for Interpreters ✓📖

Learn about the principles and standards for professional interpretation as established by the National Council on Interpreting in Healthcare.

**Note:** This course is not language specific. All languages are welcome.

Course Code: 129642, \$75, Humes  
5/20-6/17, MW, 6-9 pm  
West Campus, Room 29 🚗

Course Code: 129658, \$75, Knapp  
5/21-6/16, ONLINE

## Spanish/English Advanced Grammar for Interpreters & Translators ✓📖

Improve your written proficiency in Spanish and English in order to function at the highest possible level as a professional interpreter and translator.

**Note:** This course is mandatory for all students enrolled in the Interpreting in Health & Human Services program.

Course Code: 129659, \$130  
6/24-7/31, MW, 6-9 pm  
West Campus, Room 3 🚗

Course Code: 129431, \$130, Knapp  
6/25-8/4, ONLINE

## Spanish/English Medical Terminology ✓📖

Get an introduction to the principles of medical terminology for interpreters and translators in the medical field. All medical terms are taught in English and Spanish.

Course Code: 129430, \$185, Amaro  
5/21-8/27, TTH, 6-9 pm  
West Campus, Room 36 🚗

Course Code: 129637, \$185, Burrell  
5/22-8/25, ONLINE

## Case Studies Interpreter Lab & Professional Skills ✓📖

Improve your consecutive and simultaneous interpreting skills! This class emphasizes listening and speaking skills in both the Spanish and English language.

**Prerequisite:** Must be enrolled in or have completed Spanish/English Medical Terminology and National Standards & Ethical Principles for Interpreters.

Course Code: 126711, \$130, Owens  
5/20-7/17, MW, 6-9 pm  
West Campus, Room 27 🚗

Course Code: 126607, \$130, Owens  
5/21-7/21, ONLINE

# Questions?

Contact us at  
[ewdinfo@forsythtech.edu](mailto:ewdinfo@forsythtech.edu)  
or 336.734.7023



# Train for the Job

## Case Studies Translator Lab ✓📖

Learn to translate medical case studies from English to Spanish and Spanish to English.

**Prerequisite:** Must be enrolled in or have completed Spanish/English Medical Terminology and National Standards & Ethical Principles for Interpreters

Course Code: 129435, \$130, Alonso  
8/19-9/25, MW, 6-9 pm  
West Campus, Room 1 🚗

Course Code: 129432, \$130, Knapp  
8/20-9/29, ONLINE

## Technical and Trade

### Auto Inspection: OBD II ✓

Attention vehicle inspectors! Increase your knowledge by taking this course in On-Board-Diagnostics II emissions testing procedures. Become qualified to complete OBD II inspections upon successful completion of the OBD II exam. The exam is administered on the last day of class.

**Note:** Visit <http://tiny.cc/FTAUTO> for the list of upcoming courses. Check with the local DMV at 336.767.8809 to ensure that you are eligible to obtain this license.

Course cost: \$75

### Auto Safety Inspection ✓

Prepare yourself to pass the automobile safety qualifications exam. The exam is administered on the last day of class.

**Note:** Visit <http://tiny.cc/FTAUTO> for the list of upcoming courses. Check with the local DMV at 336.767.8809 to ensure that you are eligible to obtain this license.

Course cost: \$75

## Basic Construction Skills ✓🔧

Receive instruction in the principles of residential and light commercial construction from the planning and beginning stages all the way to a completed structure. Learn about NC Building Codes, OSHA Construction Safety, blue print reading, along with safety guidelines regarding construction tools and equipment. Get hands-on training in electrical and plumbing rough-ins, house framing, exterior siding, drywall installation, interior trim, and many other aspects of building construction. After completion of this course, you will be prepared for entry-level employment with local general contractors.

**Note:** Safety glasses, work gloves, and hardhat required.

Course Code: 129596, \$185  
5/13-8/7, MTW, 8:30 am-12:30 pm  
Goodwill, Room 108

## Electrical Lineman ✓🚗🔧

Become an entry-level electrical line worker for private and public utility companies and related employers. This program is approved for national certification by the National Center for Construction Education and Research and for pre-apprentice credit by the NC Community College System and the Department of Labor. You may also earn a DOT flagger and OSHA 10 certificate.

**Note:** Visit

<http://tiny.cc/FTElectricalLineman> for program info and the list of upcoming courses.

**Special Note:** If you are a veteran and plan to use VA benefits, call 734-7403 for more information.

## HVAC Service Technician Level 1&2 ✓🔧

Complete your HVAC service training with this two-level course. Learn the dynamics of refrigeration and work with heat pumps, oil, gas, and electric furnaces. This training will get you ready for entry-level employment with local HVAC contractors. Receive CFC certification when you pass the exam at the end of class.

**Note:** Visit <http://tiny.cc/FTHVAC> for program information.

Course Code: 129603, \$250  
5/14-8/6, TWTH, 1-5 pm  
Goodwill, Room 108

## HVAC Service Technician Level 2 ✓🔧

Continue your HVAC service training with information about mechanical cooling, electronic and mechanical controls and refrigeration troubleshooting. This training will get you ready for entry-level employment with local HVAC contractors. Receive CFC certification when you pass the exam at the end of class.

**Note:** Visit <http://tiny.cc/FTHVAC> for program information.

**Prerequisite:** HVAC Service Technician Level 1

Course Code: 129601, \$250  
5/14-8/6, TTH, 6-9 pm  
Goodwill, Room 108

## Welding: TIG ✓🔧

Gas tungsten welding is sometimes referred to by its subtype, tungsten inert gas or TIG welding. Get hands-on training by welding on mild steel and aluminum in flat, horizontal, and vertical positions. Learn how to operate electric power source welding machines with hand held wire electrodes and learn about power sources, types of wire electrodes, and shielding gases. Safety in the use of tools and equipment is emphasized throughout the course.

**Prerequisite:** ARC or MIG class within the last 3 years

Course Code: 129606, \$225, Doub  
5/21-8/1, TTH, 6-9 pm  
Goodwill Room 11

## Other

### Effective Teacher Training ✓

Interested in becoming a substitute teacher in a private or public school setting? Get your start here! The NC Effective Teacher Training Program (ETT) provides instruction in skills associated with effectiveness in the classrooms of North Carolina. Upon satisfactory completion of the course, you will receive a certificate and 2.4 Continuing Education Units (CEUs).

Course Code: 129451, \$75, Sellers  
6/5-7/1, ONLINE

# Advance Your Career



## Data Analytics

### Data Analysis with Excel Pivot Tables ❖NEW!

Gain the strategies and skills needed to create an interactive visual interface in Excel that will provide views into data from various sources within your workbook. Learn how to create data models, summarize and organize data, filter and format data, refresh and change layouts, perform calculations, filter data, and present data with Pivot Charts.

**Prerequisite:** Solid understanding and application of Microsoft Excel concepts

Course Code: 130267, \$275

5/1-5/22, W, 6-9 pm

West Campus, Room 3

### Data Analysis with Excel Dashboards ❖NEW!

Track key data points and monitor performance measures at a glance with Excel Dashboards. Learn how to plan, design, and gather data; determine and create formulas; apply data validation; work with forms and controls; use lookup functions; use conditional formatting; and create charts and graphs.

**Prerequisite:** Solid understanding and application of Microsoft Excel concepts

Course Code: 130285, \$275

6/5-6/26, W, 6-9 pm

West Campus, Room 3

## Land the Job

These courses are **FREE** if you are unemployed or meet specific income criteria.

### Employability Lab ✓

Need to develop or revise your resume and improve your communication skills to be effective in presenting yourself to employers? Get assistance in our open employability lab. You can enter the lab at any time and leave when you meet your objectives.

Course Code: 129608, \$180, Witte

5/28-8/15, TTH, 9 am-Noon

West Campus, Room 122

### KeyTrain ✓

Want to practice before taking the WorkKeys assessment? KeyTrain™ is a comprehensive, easy to use system for improving the basic skills measured by the WorkKeys® Assessment System. Assess your potential assessment score, review topics in each skill area, and practice problems similar to those on an actual assessment.

**Note:** Call our West Campus Education Career Center at 336-734-7748 for more information.

## Marketing

### Videography for Entrepreneurs ❖NEW!

The costs and barriers to creating great video content have come down. Even the smallest businesses can include video as part of their marketing efforts. Learn the basics of producing videos to attract and inform current and future customers. Create live and animated video content for your business using a number of free or low priced tools, along with readily available equipment.

Course Code: 128341, \$99

5/14, T, 6-9 pm

Innovation Quarter, Room 2446

## Notary Public

### eNotary ❖

Want to become an NC electronic notary? Prepare to perform the duties and responsibilities required to be a certified NC electronic notary.

**Note:** Visit <http://tiny.cc/FTNotary> additional information and requirements for enrollment.

Course Code: 126800, \$55, Young

5/14, T, 9 am-Noon

Transportation Center, Room 144

Course Code: 129586, \$55, Young

7/12, F, 9 am-Noon

Northwest Forsyth Center, Room 113

### Notary Public Education ❖

Become a commissioned notary public!

**Note:** Visit <http://tiny.cc/FTNotary> additional information and requirements for enrollment.

Course Code: 129588, \$79, Gordon

5/21-5/23, TTH, 1-4:30 pm

West Campus, Room 24

Course Code: 129633, \$79, Young

5/29-5/30, WTH, 6-9:30 pm

Northwest Forsyth Center, Room 215

Course Code: 129635, \$79, Gordon

6/4-6/6, TTH, 6-9:30 pm

West Campus, Room 24

Course Code: 129639, \$79, Young

6/11-6/13, TTH, 1-4:30 pm

Transportation Center, Room 142

Course Code: 129644, \$79, Gordon

6/18-6/20, TTH, 1-4:30 pm

West Campus, Room 24

Course Code: 129645, \$79, Young

7/9-7/11, TTH, 1-4:30 pm

Northwest Forsyth Center, Room 222

Course Code: 129646, \$79, Gordon

7/23-7/25, TTH, 1-4:30 pm

West Campus, Room 24

Course Code: 129647, \$79, Gordon

7/30-7/31, TW, 6-9:30 pm

West Campus, Room 24

## Project Management

### Project Management Professional (PMP) Exam Preparation ❖

Establish yourself as a globally-recognized project manager by earning the most sought-after credential in the profession: Project Management Professional (PMP)®. PMP certification is a proven way to enhance your resume, elevate your career potential, and boost your earnings. Build skills and knowledge that are transferable between industries, market segments and geographic locations. Prove your project management knowledge, commitment, and experience. Gain an advantage over non-certified project managers. PMP is a registered mark of the Project Management Institute, Inc.

**Note:** All materials included

Course Code: 126835, \$1595

5/20-5/24, MTWTF, 8 am-5 pm

Innovation Quarter, Room 2446

## Need help getting started?

Call or visit West Campus  
Educational Career Center.

336.734.7748

1300 Bolton Street

Winston-Salem, NC 27103



## Schedule at a Glance

Register based on your child's age when class begins. Register for AM and PM classes, bring a lunch and we will provide the supervision!

# SUMMER ENRICHMENT PROGRAM

## Week 1 July 8 - 11

## Week 2 July 15 - 18

Morning Care Course #129163: 7:45am – 8:45am

Morning Care Course #129164: 7:45am – 8:45am

### AM CLASSES

#### Roblox: Coders & Entrepreneurs!

Course #129148  
Ages 11 - 13

#### Minecraft Modders

Course #129145  
Ages 9 - 13

#### Make Your 1st 3D Video Game

Course #129073  
Ages 9 - 11

#### Wearable Art

Course #129125  
Ages 9 - 13

#### Mad Math

Course #129143  
Rising 6th - 8th Graders

#### ACT/SAT Prep!

Course #129093  
Rising 10th - 12th Graders  
M, T 9:00am – 1:00pm

#### Code Your Own Adventures

Course #129090  
Ages 11 - 13

#### App Attack

Course #129083  
Ages 9 - 11

#### Maker Labs: Make Your 1st 3D Creation

Course #129071  
Ages 9 - 13

#### Experience History Thru Art

Course #129116  
Ages 9 - 13

#### CSI: Crime Scene Investigation

Course #129088  
Ages 11 - 13

#### Your College Essay

Course #129109  
Rising 10th - 12th Graders  
M, T, W

### PM CLASSES

#### Roblox: Coders & Entrepreneurs!

Course #129091  
Ages 9 - 11

#### Python Programmers

Course #129147  
Ages 11 - 13

#### Make Your 1st 3D Video Game

Course #129075  
Ages 11 - 13

#### Adventures in Drama

Course #129085  
Ages 9 - 13

#### Mathtastic

Course #129131  
Rising 4th - 5th Graders

#### First Aid/CPR

Course #129119  
Ages 14 - 18  
T, W

#### Video Game Animation

Course #129094  
Ages 9 - 13

#### Virtual Reality

Course #129104  
Ages 9 - 13

#### App Attack

Course #129084  
Ages 11 - 13

#### Movie Magic: Special Effects Make-Up

Course #129121  
Ages 11 - 13

#### CSI Jr.: Crime Scene Investigation

Course #129089  
Ages 9 - 11

#### Maker Labs: 3D Printing & Modeling

Course #129120  
Ages 14 - 18

#### Design: Transforming Found Objects

Course #129111  
Ages 14 - 18

Afternoon Care Course #129078: 4:00 pm – 5:30 pm  
Package: Morning and Afternoon Care Course #129160:  
7:45 am – 8:45 am and 4:00pm – 5:30 pm

Afternoon Care Course #129080: 4:00 pm – 5:30 pm  
Package: Morning and Afternoon Care Course #129162:  
7:45 am – 8:45 am and 4:00 pm – 5:30 pm

### STEP 1: APPLY

Visit our website to apply online or to download the application at <http://www.forsythtech.edu/summer-enrichment>.

Complete application online, or download the application and submit via:

- Email to [destination@forsythtech.edu](mailto:destination@forsythtech.edu)
- Mail to Forsyth Tech, Attn: Susan Emery, 2100 Silas Creek Pkwy, Winston-Salem, NC 27103
- Drop off in person at West Campus Customer Service Center

Once you have received confirmation that your application packet is complete, then you can move on to Step 2.

### Keep in Mind

- Early registration is encouraged.
- Classes fill up on a first-come, first-served basis.
- Registration must be completed before the first class meeting late registration is not permitted.
- Classes may be canceled as early as one week prior to the start date due to low enrollment.

Forsyth Tech reserves the right to change the schedule of classes and instructors when necessary. The college also reserves the right to cancel any class(es) before the first session due to low enrollment. If a class is canceled, students will be notified by phone and/or email and will receive a 100% refund.

### STEP 2: REGISTER

Registration must be completed to hold your spot in any class(es) you have applied for. Payment must be made at the time of registration.

#### Walk-In Registration

West Campus Customer Service Center  
1300 Bolton Street, Winston-Salem

Monday-Wednesday, 9am-5:15pm\*

Thursday, 9am-6:15pm\*

Friday, 9am-12noon

\*Registration closed from 12:45-1:45pm

#### Phone Registration (Visa/MasterCard Only)

Call 336.734.7023, option 2

Monday-Thursday, 9am-4pm

Friday, 9am-12noon

#### Payment Options

- Visa/MasterCard (credit/debit)
- Check (made payable to Forsyth Technical Community College)
- Cash
- Money Order

If you have questions, please call West Campus Customer Service at 336.734.7023.



# FOR YOUTH AGES 9-18

All Classes are  
M, T, W, Th  
except as noted



## Week 3 July 22 - 25

## Week 4 July 29 - Aug 1

Morning Care Course #129165: 7:45am – 8:45am

Morning Care Course #129061: 7:45am – 8:45am

### Code Breakers

Course #129086

Ages 9 - 11

### eSports Apprentice

Course #129112

Ages 11 - 13

### App.IO: Make Your 1st 3D

Course #129146

Ages 9 - 13

### Art U Can Use

Course #129106

Ages 9 - 13

### Corporate Creators

Course #129108

Ages 11 - 13

### Speed Reading: Improve

Course #129128

Ages 14 - 18

M, T

### Minecraft Designers

Course #129136

Ages 9 - 11

### Advanced Robotics

Course #129074

Ages 11 - 13

### Express Yourself Thru Art

Course #129118

Ages 9 - 13

### Mathtastic

Course #129134

Rising 4th - 5th Graders

### Reading from the Middle

Course #129092

Rising 6th - 8th Graders

### ACT/SAT Math

Course #129114

Rising 10th - 12th Graders

### Code Breakers

Course #129087

Ages 11 - 13

### eSports Apprentice

Course #129113

Ages 9 - 11

### Dance Exploration

Course #129110

Ages 9 - 13

### Super Structures

Course #129124

Ages 9 - 13

### ACT/SAT Math

Course #129095

Rising 10th - 12th Graders

### Art of Metal Tooling &

Embossing

Course #129081

Ages 14 - 18

### Minecraft Designers

Course #129139

Ages 11-13

### Advanced Robotics

Course #129079

Ages 9 - 11

### Save the Animals

Course #129122

Ages 9 - 13

### Mad Math

Course #129144

Rising 6th - 8th Graders

### Readership 101

Course #129105

Rising 4th - 5th Graders

### Career Compass

Course #129107

Ages 14 - 18

Afternoon Care Course #129082: 4:00 pm – 5:30 pm  
Package: Morning and Afternoon Care Course #129070:  
7:45 am – 8:45 am and 4:00 pm – 5:30 pm

Afternoon Care Course #129076: 4:00pm – 5:30pm  
Package: Morning and Afternoon Care Course #129159  
7:45am – 8:45am and 4:00pm – 5:30pm

**SUMMER ENRICHMENT REFUND POLICY:** Students who withdraw eight (8) or more calendar days before the first day of class are eligible for a 100% refund. Students who withdraw seven (7) calendar days or less before the first day of class are eligible for a 50% refund. No refunds will be given after the class has started. This refund policy is subject to change; confirm policy at the time of registration. To request a refund, complete

and submit a Request for Refund form. Forms are available at the West Campus Customer Service Center or online at <https://www.forsythtech.edu/ewd/continuing-education-refund-form/>. Please allow 4-6 weeks from the date we received your request for refund to arrive.

### Morning Care - \$25

Engage in a variety of enrichment activities to jumpstart your day.

### Afternoon Care - \$30

Students are offered an extended summer enrichment experience which includes a variety of physical and fun activities to reflect and close out their day.

### Package: Morning and Afternoon Care - \$40 NEW!

Parents, is your child attending both morning and afternoon classes? If so, this package offers both Morning Care & Afternoon Care for your child and will save you \$15.00 off of the price of registering for both individually.

### STEM & SKILL BUILDING

#### Advanced Robotics - \$135 NEW!

Learn to program a robot to overcome daily challenges using visual and text-based programming! You'll see firsthand how your program translates into action as you attempt to control your robot sensors and maneuver around obstacles.

#### App Attack - \$135

Learn to design and customize your own game app using web-based (HTML5) mobile apps! Student-created apps will be accessible on a private site and available to play on any mobile device or computer. Publishing to App Stores not included. Beginners welcome. No smartphone or tablet needed.

#### App.IO: Make Your 1st 3D Multi Player App - \$135

If you like to play Agar.io or Slither.io you will love this class! Explore the most popular .IO apps, design and code your own multiplayer app.

#### Code Breakers - \$135

Calling all future coders, programmers, & designers! Learn the basics of coding languages like HTML, JavaScript, and CSS through a series of web projects and design challenges. Returning students have the opportunity to create projects that build on previous years.

#### Code Your Own Adventures: Interactive Storytelling - \$135

Watch as the characters in your imagination come to life in this unique class that blends classic storytelling with animation techniques and coding (HTML, CSS, and JavaScript). Start with a concept, design the characters, and choose not just one ending, but many!

#### Corporate Creators - \$85 NEW!

Attention future entrepreneurs! Learn key skills needed to run your own business like financial literacy, product development, operations, pricing, marketing and sales. Apply what you've learned by pitching your own business idea in a competition with your classmates.

**CSI: Crime Scene Investigation - \$85**

Study and analyze evidence related to a crime like a crime scene technician. Observe, classify, compare, use numbers, measure, predict, interpret data, and draw inferences to help solve a case!

**CSI Jr: Crime Scene Investigation - \$85**

Study and analyze evidence related to a crime like a crime scene technician. Observe, classify, compare, use numbers, measure, predict, interpret data, and draw inferences to help solve a case!

**eSports Apprentice: YouTube Streaming & Gamers - \$135 NEW!**

Whether you want to be the next pro gamer, streamer, or gamecaster, this course will teach you the basics to get started! Develop competitive game-play skills in Black Rocket's new eSports App, learn how to produce commentary for live tournaments, use professional streaming software, and most importantly practice online safety.

**Mad Math - \$85**

Analyze and solve mathematical problems using fun brainteasers, creative games, and activities that will enhance your skills as mathematicians.

**Make Your 1st 3D Video Game - \$135**

Learn the physics behind 3D games, explore beginner event scripting, level design, controlling the flow of gameplay, and storytelling to create an immersive 3D world.

**Maker Labs: Make Your 1st 3D Creation - \$135**

If you can dream it, you can make it! Learn how to prepare a model for 3D printing and create a design portfolio to highlight your work. No prior experience is necessary. Students will have opportunity to have their designs printed and to interact with a 3D printer during class.

**Mathtastic - \$85**

Apply math to everyday activities by using games, arts and crafts, and creative problem-solving opportunities. This class reinforces basic math facts while exploring and discovering the amazing wonder of numbers in our world.

**Minecraft Designers - \$135**

Learn how to create a custom map, the basics of creating 3D models using a new software to design your very own objects, how to build with Redstone and Command blocks, and how to create custom textures for you to import at home or share with friends.

**Minecraft Modders - \$135**

Learn scripting and logic statements as you create your first mods! Introductory coding will also be taught through a simulated environment inspired by Minecraft.

**Python Programmers - \$145**

Learn how to code with Python and create your first multi-player adventure game. Start your programming path with systematic lessons that teach you how to challenge friends with fun and games you built from start to finish! Course cost includes a \$10 license fee.

**Readership 101 - \$85**

Be prepared for the upcoming school year by improving your readership! Increase vocabulary, build fluency, and strengthen comprehension by participating in a variety of literacy activities, including interactive reading and individualized skill instruction.

**Reading from the Middle - \$85**

Improve your readership in Middle School! Increase vocabulary, build fluency, and strengthen comprehension by participating in a variety of literacy activities, including interactive reading, and individualized skill instruction.

**Roblox: Coders & Entrepreneurs! - \$145**

Discover how to code in the Lua language while playing and designing worlds in ROBLOX®, an online universe where creation is limited only by imagination. Course cost includes a \$10 license fee.

**Save the Animals! - \$85 NEW!**

In partnership with the Forsyth Humane Society, you will choose an animal to help find a home, work in teams to craft a campaign using valuable marketing skills, and then present your campaign in class to compete to have your sponsored pet chosen as the "Animal of the Week."

**Super Structures - \$85 NEW!**

Attention budding engineers and architects! Work in teams to create your own super structures like the Leaning Tower of Pasta or a Cardboard Coliseum using basic, everyday materials! Investigate geometric and physical principles and how they operate in real world structures like bridges and towers to make your creations stronger.

**Video Game Animation - \$135**

Take your game design skills to the next level by creating and animating your own character sprites, objects, and backgrounds. Beginning gamers welcome. PARENTS: Student-created games will be available on a password protected Black Rocket website to share with friends and family. Games are only compatible on PC computers; MAC versions can be created after the program for \$15.00 conversion fee.

**Virtual Reality - \$155**

Learn the foundations of VR design by creating your own virtual worlds, exploring simulated environments, and constructing memorable 3D experiences. To use the VR headset (included in cost of course) at home: students will need access to an Android or Apple mobile device. No mobile device needed

**ART & DRAMA****Adventures in Drama - \$85**

Spend four days exploring your dramatic side! Build confidence in expressing yourself. Learn to use vocal, facial, and physical expression to engage with scripts, characters, and poetry. Practice pronunciation, inflection, expression, and varied volume. Treat parents/visitors to a performance on last day of class!

**Art U Can Use - \$85 NEW!**

Art isn't just something you look at! Get creative and put your personal touches on functional arts and crafts you can use in your day to day life!

**Dance Exploration - \$85 NEW!**

Get ready to soar through the sky in your adventures of the imagination. Explore moving to a variety of music as you create your own dances and develop an understanding and appreciation of dance.

**Experience History Thru Art - \$85 NEW!**

What better way to experience history than through art? Learn how people have used arts and crafts to tell their stories and shape culture through the ages. You will use multiple arts and crafts methods to tell your own stories and create your own pieces of history.

**Express Yourself Thru Art - \$85 NEW!**

Let out your inner artist! Paint of all kinds, paper, oil pastels, fabric, markers, crayons...you name it-we will explore it. Artists will create a multitude of mixed media creations using everything from A to Z.

**Movie Magic: Special Effects Make-Up - \$85 NEW!**

Learn the basic techniques, tips, and tricks used by professional make-up artists to simulate things like cuts, bruises, and old age. Experiment with building different character looks and illusions each day. Includes an introduction to using latex with special effects make-up to enhance transformations.

**Wearable Art - \$85 NEW!**

From the dawn of history to today, all cultures adorned themselves in clothing, jewels, masks, and more. Using a variety of mediums, students will make a wide range of wearable art.

## SUMMER ENRICHMENT COURSES FOR HIGH SCHOOL STUDENTS:

### ACT/SAT Math - \$85 **NEW!**

Whether you are taking the ACT or the SAT, get the practice, tips, and tools you need to maximize your potential and strengthen your math skills in preparation for test day. Solve sample questions, review key skills, and benefit from individualized skill instruction.

### ACT/SAT Prep! - \$135 **NEW!**

Gain an understanding of test-taking techniques and methods for improving scores. Also gain understanding of the benefits of and differences between ACT and SAT tests. Put your knowledge to the test by taking a practice SAT on Tues. Parents are invited to a one-on-one session to review student's test scores, scholarship, and college requirement information. Please come to the Auditorium on West Campus Wed. 7/10 5:30-7:30pm. Estimated time of review is 10 minutes. You will be seen in the order of your arrival.

### Art of Metal Tooling & Embossing - \$85 **NEW!**

Learn how to transfer unique patterns to sheets of metal foil. Use simple hand tools to create your own designs with dimension and structure.

### Career Compass - \$55 **NEW!**

Navigate your future! Know your options! Get the information and tools you need to make strategic decisions regarding your choice of career path, college or trade program. Access local job market data, career assessments, financial planning and budgeting tools, and one-on-one coaching.

### Design: Transforming Found Objects - \$85 **NEW!**

Do you love making things? When you see an object, do you imagine what it could be? Join us for an interactive introduction to the design process and interior design profession, where you will experience hands-on learning and finish the week with your own transformed object.

### First Aid/CPR - \$60

Topics covered in this two-day class include child/infant/adult CPR, AED, choking, asthma care and first aid. Upon successful completion of the skills test, you will receive a certification card in CPR/ First Aid training.

### Maker Labs: 3D Printing and Modeling - \$135 **NEW!**

If you can dream it, you can make it! Learn the foundations of 3D printing and modeling techniques. Gain familiarity with modeling software. Get hands on experience with a 3D printer courtesy of Forsyth Tech's Center for Advanced Manufacturing. No prior experience is necessary.

### Speed Reading: Improve Your Test Scores! - \$55 **NEW!**

You won't just learn to speed read, you will learn tips and tricks to comprehend faster as you read through test questions like the ones you will encounter on the ACT, SAT, or other standardized tests. These skills will also help you perform better on everyday homework assignments!

### Your College Essay - \$55

Learn how to write a well-crafted essay that sets the foundation for developing your personal statement and responding to other open-ended college admission questions.

# Enrich Your Life

## Arts, Crafts, and Hobbies

### Crocheting ❖

Create treasured gifts for your family and friends! Learn the basic stitches with a simple project.

Course Code: 129599, \$65, Jester  
5/22-7/17, W, 1-4 pm  
South Fork Recreation Center

### Drawing: Basic Techniques ❖

Learn the fundamentals of drawing whatever you see.

**Note:** Ask for a supply list at registration.

Course Code: 129590, \$65, Conaway  
5/21-6/25, T, 9:30 am-12:30 pm  
West Campus, Room 15 🚗

### Drawing: Portraits ❖

Learn the placement of facial features, how to add shading to create believable form, and how to capture expression. Add color by working in your favorite medium.

**Note:** Materials needed: 11x14 spiral bound sketch pad (Canson XL mixed media recommended), #2 lead pencil, and kneaded rubber eraser.

Course Code: 129460, \$65, Conaway  
7/9-8/6, T, 9:30 am-12:30 pm  
West Campus, Room 16 🚗

### Flower Arranging ❖

Make stunning floral designs using fresh flowers under the direction of an expert.

**Note:** Cost includes fresh flowers  
Course Code: 129454, \$110, Gordon  
5/21-6/25, T, 6-8 pm  
South Fork Recreation Center

### Painting: Acrylic ❖

Learn how to apply, mix, and blend color, as well as a variety of techniques used in acrylic painting to create landscapes, seascapes, and still life.

Course Code: 129455, \$65, Conaway  
5/23-7/18, TH, 9:30 am-12:30 pm  
West Campus, Room 15 🚗  
Will meet at Georgia Taylor Recreation Center on 7/11 & 7/18

### Painting: Oil - All Levels ❖

Explore the fundamentals of painting with oils. Advanced students welcome.

Course Code: 129602, \$79, Stewart  
5/22-6/26, W, 9 am-Noon  
West Campus, Room 15 🚗

### Painting: Watercolor ❖

Gain a basic understanding of watercolor painting still life and landscapes through lecture and hands-on experience.

Course Code: 129607, \$65, Conaway  
6/7-8/9, F, 9:30 am-12:30 pm  
West Campus, Room 15  
Will meet at South Fork Recreation Center from 7/19-8/9

### Silversmithing ❖

Design and fabricate your own jewelry! Learn to bend, drill, saw, solder, polish metal, and set a stone. All skill levels are welcome.

Course Code: 129609, \$75, Rubin  
6/12-7/24, W, 6-9 pm  
West Campus, Room 34 🚗

### Stained Glass - All Levels ❖

Explore stained glass methods. Learn the fabrication processes of cutting glass, foiling, leading, and soldering.

Course Code: 129452, \$85  
Pettinati-Longinotti  
5/16-7/11, TH, 6-9 pm  
West Campus, Room 34 🚗



# Enrich Your Life

## Woodworking❖

Create a footstool using various power tools in our carpentry lab. Learn about equipment safety, see a demonstration of the tools, and enjoy hands-on learning. Once your project is complete to your satisfaction, you may work on an individual project.

**Note:** Bring all supplies to the first class.

Course Code: 129595, \$85, Danner  
5/21-7/16, T, 6-9 pm  
RLS Center, Room 1297 🚗

## Baking

### Cake Decorating: Beginning❖

Wow your friends and family at your next party with a beautiful cake! Develop your creativity and ability in the basics of cake decorating.

Course Code: 129457, \$55, Crotts  
6/4-6/25, T, 6-9 pm  
West Campus, Room 15

## Language

### Spanish 1 ✓📖

Hola! Learn Spanish language and culture from instructors who have lived in Latin American countries for years. Learn pronunciation, vocabulary and reading skills, and basic grammar. Get an insider's view on culture, current events, and trends.

Course Code: 129453, \$75  
Arizmendi-Penalosa  
5/21-7/9, T, 6-9 pm  
RLS Center, Room 4460 🚗

### Spanish 2 ✓📖

Continue your Spanish language acquisition with more vocabulary, grammar, and reading skills while learning about the culture and current trends in Latin American countries. Become comfortable with basic conversation. This class is muy divertida!

**Prerequisite:** Spanish I or equivalent Spanish-language experience

Course Code: 129604, \$75, Morris  
6/3-7/29, M, 6-9 pm  
RLS Center, Room 4460 🚗

## Photography

### Photography: Intro 1❖

Whether you use a point-and-shoot camera or a top of the line DSLR camera, learn how and when to use the settings on your camera in order to capture that magical moment forever.

**Note:** These courses are held in room 122 at West Campus.

**Prerequisite:** Prior computer experience

Course Code: 129456, \$35, Smith  
6/1, S, 9 am-Noon

Course Code: 129458, \$35, Smith  
6/8, S, 9 am-Noon

Course Code: 129616, \$35, Smith  
8/17, S, 9 am-Noon

Course Code: 129461, \$35, Smith  
8/24, S, 9 am-Noon

### Photography: Intro 2❖

Expand your photography skills by learning how to start a digital picture/file archive folder system, transfer digital files from your camera to your computer, and how to burn a photo CD. Using Photoshop CS6 Extended, learn basics of digital manipulation, along with how to size, crop, and color adjust digital images.

**Note:** These courses are held in room 122 at West Campus.

**Prerequisite:** Photography: Intro 1  
Course Code: 129459, \$35, Smith  
6/15, S, 9 am-Noon

Course Code: 129618, \$35, Smith  
9/7, S, 9 am-Noon

### Photography: DSLR 1❖👉

Want to get more out of your digital camera? Are you curious about how to use Photoshop to make good photos great? Whether you're a novice or an advanced shooter, this class is for you!

**Prerequisite:** Photography: Intro 1 & 2  
Course Code: 129612, \$95, Smith  
6/17-8/12, M, 6-9 pm  
Transportation Center, Room 146 🚗

## Safe Driving

All of these courses meet at West Campus. Visit <http://tiny.cc/FTSummer2019> and search Course Title for the full list of offerings. Course curriculum has been developed by the National Safety Council (NSC) and the Motorcycle Safety Foundation (MSF).

### Alive at 25❖

This classroom-only course specifically targets the needs of inexperienced drivers ages 16-24.

Course cost: \$69

### Defensive Driving: 4-Hour❖

In this classroom-only course, participants of all ages will learn essential defensive driving techniques and skills to avoid collisions and decrease future violations. Course is not recommended for participants with DUIs or passing stopped school bus violations.

Course cost: \$69

### Defensive Driving: 8-Hour❖

This 8-hour, classroom-only program is for drivers with serious traffic violations or more than one pending traffic violation.

Course cost: \$94

### Motorcycle Safety Education: Basic Rider Course (BRC)❖

MSF certified rider coaches will guide you through basic skills of motorcycle operation, effective braking and obstacle operation, as well as safe riding strategies. Visit <http://tiny.cc/FTSafeDriving> for additional information and requirements for enrollment.

**Note:** Course is physically demanding; ride exercises are conducted in extreme heat, cold, and rain.

**Prerequisite:** Valid driver's license; 18 years of age or older; must be able to balance and ride a bicycle

Course cost: \$174

# Stokes County Center Courses



All of these courses are offered at our Stokes County Center in beautiful Walnut Cove, NC!

## **Build a Garden Birdbath** ❖ **NEW!**

Provide fresh water to birds and butterflies in your yard during the hot summer months. Put your unique touch on your very own birdbath using a variety of reclaimed materials, such as wood, glass, and stone.

Course Code: 129423, \$30  
5/30, TH, 6-8 pm

## **Build Wine Bottle Bird Feeder** ❖ **NEW!**

Summer is a great time to sit out on your porch and enjoy the great outdoors. With a few tools, you can reuse an empty wine bottle to build a classy birdfeeder that will invite your neighborhood's feathered friends to visit your yard.

Course Code: 129666, \$30  
6/11, T, 6-8 pm

Course Code: 129425, \$30  
6/13, TH, 1-3 pm

## **Fabric Covered Stepping Stones** ❖ **NEW!**

Bored with old gray stepping stones around your flowerbeds? Add life to them with multicolored fabric that will set your garden apart from all others!

Course Code: 129662, \$30  
5/23, TH, 6-7:30 pm

## **Farm Animal Series** ❖ **NEW!**

New to the idea of raising farm animals? Learn about the large variety of animals you can choose from, as well as the time and cost it takes to raise them.

Course Code: 129660, \$25  
5/15-6/5, W, 6-7 pm

## **Farm Plant Series** ❖ **NEW!**

Gain a better understanding of how nature interacts to produce quality plants and larger yields. Learn to grow better, healthier vegetables by developing rich soil and learn how to control disease and pests by using natural resistances.

Course Code: 129424, \$25  
6/10-6/20, MTH, 6-7 pm

## **Homeowner's Guide: Plumbing** ❖ **NEW!**

Prepare to handle your next plumbing issue! Learn how to turn off the water in your home, repair a leaky faucet, fix or change a flapper valve in a toilet, and install a new wax seal when your toilet is leaking.

Course Code: 129665, \$40  
6/3-6/10, M, 6-8 pm

## **Homeowner's Hands-On Workshop** ❖ **NEW!**

Are you finding it harder and harder to find someone to do simple repairs around your house? Do it yourself! Learn how to repair damaged drywall, get rid of your popcorn ceilings, replace your toilet or its leaking parts, install a door lock, install hardware on your cabinet doors, and how best to hang a picture.

Course Code: 129668, \$45  
7/9-7/18, TTH, 6-8 pm

## **Homeowner's Home Repair Shop** ❖ **NEW!**

Do you know the tools that every homeowner should have in their home? Do you know how to use those tools? Are you tired of waiting for someone to fix things around your house? Join us to learn some basic repairs and get supervised hands-on experience doing it yourself!

Course Code: 129667, \$45  
6/18-6/19, TW, 9 am-Noon

## **How to Read a Lease Agreement** ❖ **NEW!**

A signed lease agreement is a legally binding contract. Save yourself a lot of headaches and money by taking time to read and understand a lease agreement before signing it. Learn on a generic lease agreement how to find out who's responsible for repairs to your rental property, whether or not you can have animals, and what happens if you miss your rental payments.

Course Code: 129427, \$25  
8/8, TH, 6-8 pm

## **Sustainable Farming** ❖ **NEW!**

Attitudes towards farming are changing as we improve our environmental awareness and health through new farming methods. Learn how to practice and promote sustainable farming.

Course Code: 129426, \$15  
7/8, M, 1-3 pm

## **To-Do List: Selling Your Home** ❖ **NEW!**

Learn what it takes to get your home market-ready before it goes on the market and how to understand the repairs on an inspection report after it goes under contract. Learn which repairs you can do and what you should leave to a licensed professional. Get hands-on practice making common repairs.


Course Code: 129422, \$65  
5/20-5/23, MTWTH, 1-3 pm

Course Code: 129669, \$65  
8/5-8/14, MW, 6-8 pm

## **Vinyl Printing and Cutting** ❖ **NEW!**

Need ideas for unique, personalized gifts for your friends and family? See live demonstrations of how to use hobby and industrial vinyl cutting tools to create t-shirts, jewelry, wall art, pillows, and much more. Experiment creating your own designs in class.

Course Code: 130400, \$25  
8/20-8/22, TTH, 6:30-8 pm



## Register early to reserve your place in class!

Sometimes excellent courses are cancelled when people wait too late to register.

We need a minimum number of students enrolled at least a week before the 1st day of class so that the course can run.



# Course Locations

## **Forsyth Tech@Innovation Quarter**

525 Vine Street, Suite 240  
Winston-Salem  
Phone: 336.757.3802

## **Georgia Taylor Recreation Center**

1471 West Clemmonsville Road  
Winston-Salem  
Phone: 336-650-7695

## **Gifted Hands Academy**

971 Salisbury Ridge Road  
Winston-Salem  
Phone: 336.971.0112

## **Goodwill**

2701 University Parkway  
Winston-Salem  
Phone: 336.724.3625, ext. 1304

## **Grady P. Swisher Center**

1108 Swisher Center Road  
Kernersville  
Phone: 336.734.7903

## **Main Campus**

**Bob Greene Hall**  
**Robert L. Strickland Center**  
2100 Silas Creek Parkway  
Winston-Salem  
Phone: 336.723.0371

## **Mazie S. Woodruff Center**

4905 Lansing Drive  
Winston-Salem  
Phone: 336.734.7950

## **Miller Park Recreation Center**

400 Leisure Lane  
Winston-Salem  
Phone: 336.727.2831

## **Northwest Forsyth Center**

3111 Big Oaks Drive  
King  
Phone: 336.734.7050

## **Second Harvest Food Bank**

3655 Reed Street  
Winston-Salem  
Phone: 336.784-5770

## **South Fork Recreation Center**

4403 Country Club Road  
Winston-Salem  
Phone: 336.659.4305

## **Stokes County Center**

1165 Dodgetown Road  
Walnut Cove  
Phone: 336.593.5402

## **Transportation Technology Center**

4255 North Patterson Avenue  
Winston-Salem  
Phone: 336.757.3399

## **West Campus**

1300 Bolton Street  
Winston-Salem  
Phone: 336.734.7023

## **K-12 Educators Complete Your Continuing Education Hours ONLINE**



Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners. New course sessions begin monthly. Visit our website to view start dates for the courses that interest you.

Below are just a few of our most popular continuing education courses:

- **Enhancing Language Development in Childhood**
- **Teaching Students With Autism: Strategies for Success**
- **Differentiated Instruction in the Classroom**
- **Creating K-12 Learning Materials**
- **Survival Kit for New Teachers**
- **Spanish in the Classroom**

**Learn from the comfort of home!**

- **24-Hour Access**
- **Discussion Areas**
- **6 Week Format**

Please consult your Professional Development Coordinator for continuing education approval.

**Prices Start at \$99**

**Over 50 Continuing Education Certified Online Courses!**

**Enroll Now!**

**ED2GO.com/forsyth**



# Registration Information



## What You Need For Registration

You will need the following information to register:

- Course Code
- Full Name
- Address
- Birthdate
- Social Security Number or Forsyth Tech Student ID
- Phone Number
- Payment
- Any other documentation required as a prerequisite for the class

## Ways to Register

### Telephone Registration

Call 336.734.7023, option 2  
Monday-Thursday, 9 am-4 pm  
Friday, 9 am-noon  
*Visa/MasterCard only*

### Walk-In Registration

- **Grady P. Swisher Center**  
*Check, money order, Visa/MasterCard*
- **Mazie S. Woodruff Center**  
*Check, money order, Visa/MasterCard*
- **Northwest Forsyth Center**  
*Cash or check*
- **Stokes County Center**  
*Cash, check, money order*
- **Transportation Technology Center**  
*Cash, check, Visa/MasterCard*
- **West Campus**  
*Cash, check, money order, Visa/MasterCard*

Visit <http://tiny.cc/EWDRegistration> for full registration information, including hours of operation at our campuses and centers.

## Privacy and Your SSN

Forsyth Tech takes precautions to guard against identity theft. We use your Social Security number to register you in the course(s) of your choice, assign your course grades, and develop your transcript.

## Payment

You must pay tuition and any required fees at the time of registration. Tuition exemptions, if offered, are noted in the course listings.

## Refund Information

Forsyth Tech will issue you full refund if a course is cancelled.

If the course has a ✓ symbol, you can get a full refund of your registration fee by officially withdrawing before the first class meeting. After the class has started, you can get a 75% refund by officially withdrawing before the class has met 10% of its scheduled time.

If the course has a ❖ symbol, you can get a full refund of your registration fee by officially withdrawing one working day (24 hours) before the first class meeting. No partial refunds will be given.

**Please Note:** To withdraw from a course, complete and submit a Request for Refund form. Forms are available at the West Campus Customer Service center or online at <https://tiny.cc/EWDRefund>.

Allow up to 6 weeks from the date we received your request or from the date of class cancellation notification for your refund check to arrive.

*No other refunds will be given; malpractice insurance and other specific fees are non-refundable.*

## Disabilities Services

If you have a disability and would like to request accommodations, you must register with Disability Services. You will be required to provide current, official documentation of your disability. Information is voluntary and appropriate confidentiality is maintained. Call the EWD counselor at 336.757.3090 to schedule a referral appointment.

## Additional Fees

*Tuition and fees are subject to change.*

## Parking Decals 🚗

Parking decals cost \$35 and are non-refundable. All students who park vehicles on any Forsyth Tech campus are required to purchase parking decals for classes that have five or more meetings. Parking decals must be purchased in person, on or before the first day of class, at any of the walk-in registration locations.

## Student ID Badges

Forsyth Tech student ID badges are available for \$5. Certain programs require students to obtain a student ID badge. This fee is not included in tuition. Call 336.723.7023 for ID making hours.

## Textbooks

There are two options for purchasing textbooks:

- Online: Email [ewdinfo@forsythtech.edu](mailto:ewdinfo@forsythtech.edu) for instructions.
- In-Person: West Campus Bookstore. Call 336.734.7754 for hours of operation.

## Disclaimer

*Course times, dates, location, instructor, etc. are subject to change after publication of this catalog. Check our website or call 336.734.7023 to confirm course information.*



## Need \$ to complete one of our CareersNow programs for a new job?

You may qualify for a scholarship from one of our sponsors!

- Bank of America Foundation
- Tobacco Trust Fund Commission
- State Employees Credit Union

For more information, contact the  
EWD Educational Career Center at 336.734.7748

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to find new skills  
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has something  
for YOU!*

**ForsythTech**

*Community College*

2100 Silas Creek Parkway  
Winston-Salem, North Carolina 27103

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**ECONOMIC & WORKFORCE DEVELOPMENT**

**2019**

MAY-AUGUST 2019  
**COURSE CATALOG**

# Certificate for Professionals Data Analytics with Excel

Do you need to use Excel in your career for analytical purposes, reporting, planning, and/or decision-making? Then this six-course program is for you!

Microsoft Excel is powerful tool that you can use to manipulate, analyze, and present data – crucial skills in today's workplace. Almost all large and small businesses use Excel in their daily operations.

Our Data Analytics with Excel Certificate Program takes you from basic operations, such as entering, organizing and manipulating data, to some of the more advanced functions in Excel.

Excel: Introduction, Excel: Intermediate, and Excel: Advanced must be completed first, after which the others can be completed in any order.

## **Course Requirements:**

- Excel: Introduction – Level 1
- Excel: Intermediate – Level 2
- Excel: Advanced – Level 3
- Data Analytics Fundamentals
- Data Analysis with Excel Pivot Tables (course offered Summer 2019; see inside for info)
- Data Analysis with Excel Dashboards (course offered Summer 2019; see inside for info)

Visit us online at [www.ForsythTech.edu/ewd](http://www.ForsythTech.edu/ewd) to learn more about Forsyth Tech!