

FALL 2021

COURSE CATALOG

CONTINUING EDUCATION & PROFESSIONAL DEVELOPMENT



*In-person classes adhere
to COVID safety guidelines.*

Delgado
COMMUNITY COLLEGE

Corporate, Community & Continuing Education

What We Offer

Delgado Community College's Continuing Education courses are workforce courses that give you the opportunity to enjoy learning at your leisure about topics that hold your interest, enhance your current professional skill set, or even embark on a new career path! Through many of our workforce courses, you can earn the following:

NEW - Online instructor-led and hybrid courses | Industry-based certifications | Continuing Education Units, or CEUs, in order to maintain certification / licensure or meet other professional development requirements for your career or area of employment | Certificates of Completion | Corporate / business training | Incumbent Worker Training Program grants | Small business opportunities

Contact Information

Delgado Community College - City Park Campus | Building 8, Room 116 - Workforce Student Services Office
615 City Park Avenue, New Orleans, Louisiana 70119

Classes are also offered at: Delgado River City Site, 709 Churchill Parkway, Avondale, LA 70094; Delgado Jefferson Site, 5200 Blair Drive, Metairie, LA 70001; and Delgado Sidney Collier Site, 3727 Louisa Street, New Orleans, LA 70126

Phone: 504.671.6474 Fax: 504.671.6349 Email: noncredit@dcc.edu Website: www.dcc.edu/go/continuing-ed

Office Hours

Monday - Friday, 8 a.m. to 4:30 p.m. We strongly recommend setting up an appointment before coming to the office.

New Course Information

[Check our website at www.dcc.edu/go/continuing-ed](http://www.dcc.edu/go/continuing-ed) for information about new courses coming soon!

Recommend a Course

Have a suggestion for a workforce course you'd like us to offer? Email us at noncredit@dcc.edu.

Teach a Course

Are you interested in teaching a workforce course at Delgado? Email your resume and a brief bio to noncredit@dcc.edu.

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HOW TO REGISTER

Register for a course in two easy ways:

1. Register online and pay at www.dcc.edu/go/continuing-ed.

2. Register and pay in person at:

Delgado Community College
Workforce Student Services Office
Building 8, Room 116
City Park Campus
615 City Park Avenue
New Orleans, LA 70119

Students are encouraged to register no later than five days before class starts.

FINANCIAL ASSISTANCE IS AVAILABLE FOR ONLINE CLASSES!

- Sallie Mae
- Gulf Coast Bank & Trust Company
- Workforce Innovation and Opportunity Act (WIOA)

CONNECT WITH US



PAYMENTS & REFUNDS

Continuing Education & Professional Development Courses

Online registration requires immediate payment via credit card. All other fees are payable by check, money order, or cash to the Bursar's Office. Once your registration form has been processed, you will receive payment instructions via email.

Refund Guidelines for Students

- A. Once registered, the student must pay tuition. Registration is not guaranteed until tuition has been paid, particularly for high-demand classes.
- B. A 100 percent refund will be granted if the student drops the class at least five business days before the start date. The term "refund" includes voiding invoices for unpaid balances. Drop requests must be submitted in writing to the appropriate department. Emailed requests are acceptable at noncredit@dcc.edu.
- C. Any type of refund may require up to approximately six weeks for processing. The College is a state agency, and therefore, all refunds must be substantiated in writing and are subject to review by the State of Louisiana Office of the Legislative Auditor.
- D. Nonattendance does not constitute dropping a class. If the student does not submit a drop request, he or she will be billed for the class even if he or she has not attended.
- E. No drop requests and associated refunds will be granted after the five-day drop period has passed.
 - Exceptions might be granted on a case-by-case basis in the event of certain documentable emergencies. A refund request must be submitted in writing within 30 days of the course end date to the appropriate department along with documentation of the emergency.
 - Transfer to another course is determined on a case-by-case basis and must be done five business days before the class begins.
 - A Refund Request Committee, comprised of appointed representatives of Workforce Development (usually department heads or their designees), will evaluate the requests on a monthly basis. Decisions of this committee shall be considered final and not eligible for appeal.
- F. A 100 percent refund is automatically processed if a class is cancelled by Delgado Community College.
 - Students will be notified when a class is cancelled by the College before the scheduled starting date. All efforts will be made to provide notice of cancellation at least three business days before the start date of the course.
 - A written request from the student is not required to process a refund in this instance.

Payment Guidelines for Students

- A. Failure to pay any balance in full by the end date of a class may result in the account being placed with a collection agency. Students are responsible for all collection and/or legal fees associated with accounts placed with collection. Holds that restrict registration, release of grades, results, and/or certificates of completion may be placed on accounts with a balance remaining after the class had ended.
- B. Students are assessed a fee for all returned checks and/or credit card chargebacks due to insufficient funds, unauthorized use, cancelled card, or fraud. The fee is \$25 for five percent of the amount of the returned check/credit card chargeback, whichever is greater. Only in the case of a bank or card issuer error will the returned check/credit card chargeback penalties be removed. After the College has exhausted its attempts to notify the student, failure to pay the returned check or credit card chargeback and additional charges may subject the student to an administrative withdrawal from classes and his or her account may be submitted to a collection agency.

Student Loans

Sally Mae is offering the Smart Option Student Loan to students seeking financial aid for certification / license programs. Interest rates will vary. The direct assistance number is 1-877-279-7172.

Gulf Coast Bank & Trust Company (GCB) has simplified tuition management by offering a comprehensive array of products and services. Managing your payment plan is easy and convenient using our online tuition management system. GCB's highly experienced tuition lenders are dedicated to providing tuition financing solutions that will meet your needs. To find out more, please call (504) 544-6370 or 1-855-335-2068 toll free.

The Workforce Innovation and Opportunity Act (WIOA) will fund programs that connect and assist job seekers with training, support, and education services so that they can find and maintain employment. Services funded by WIOA will be available to job seekers of all ages, including the chronically unemployed, the disabled, displaced workers, and opportunity youth, who are 16 to 24 year olds who are neither employed nor in school. Orleans Parish residents call (504) 658-4500 and Jefferson Parish residents call (504) 227-1283.

2D GRAPHICS

Adobe InDesign

Learn to format text properly, create vector graphics with InDesign's drawing tools, and import images from external files, all within file dimensions appropriate for commercial printing; manipulate images and text to create unique, eye-catching, colorful effects for cohesive designs; and use file templates, master layouts, and text-formatting styles to dramatically improve workflow efficiency. Also learn to thread lengthy text stories across multiple pages, using InDesign's utilities to control formatting and pagination; define appropriate settings for folding documents; and use conditional text and layers to develop customized versions of a document.

Required textbook: *Adobe InDesign CC 2020: The Professional Portfolio* - ISBN: 978-1-946396-38-9. Please note that this course does not go through the entire textbook.

Required supplies: Students must bring a USB drive to save their work.

Software version taught: Creative Cloud (Mac OS)

Total contact hours: 30 / 3.0 CEUs / **Certificate of Completion**

Tuition: \$299

Please check our website for class updates.



Adobe InDesign: Advanced

Learn to incorporate the same content elements in a series of related layouts with XML, a powerful content-repurposing tool, how to automate the formatting of lengthy, multi-chapter documents to guarantee consistency, and to build associated tables of contents and indexes.

Required textbook: *Adobe InDesign CC 2020: The Professional Portfolio* - ISBN: 978-1-946396-38-9. Please note that this course does not go through the entire textbook.

Required supplies: Students must bring a USB drive to save their work.

Software version taught: Creative Cloud (Mac OS)

Total contact hours: 15 / 1.5 CEUs / **Certificate of Completion**

Tuition: \$149

Please check our website for class updates.

Adobe Photoshop

Learn to define appropriate resolution and compression settings for a variety of distribution purposes; select specific photographic elements and separate them from their backgrounds with a variety of different tools and techniques; and composite raster images, vector objects, and text elements to create unified, finished documents. Also learn to use Photoshop's powerful controls for correcting colors, adjusting lighting, and repairing other types of visual damage in your images; and create unique artistic effects using many of Photoshop's filters, adjustments, brushes, and 3D tools.

Required textbook: *Adobe Photoshop CC 2020: The Professional Portfolio* - ISBN: 978-1-946396-34-1. Please note that this course does not go through the entire textbook.

Required supplies: Students must bring a USB drive to save their work.

Software version taught: Creative Cloud 2017 (Mac OS)

Total contact hours: 30 / 3.0 CEUs / **Certificate of Completion**

Tuition: \$299

Please check our website for class updates.

Adobe Photoshop: Advanced

Learn to use valuable timesavers such as libraries, styles, actions, and batch processing to streamline workflow; prepare images for web publication by adding animations and defining image slices; and save files with appropriate settings and formats for a variety of print and digital distribution methods.

Required textbook: *Adobe Photoshop CC 2020: The Professional Portfolio* - ISBN: 978-1-946396-34-1. Please note that this course does not go through the entire textbook.

Required supplies: Students must bring a USB drive to save their work.

Software version taught: Creative Cloud (Mac OS)

Total contact hours: 15 / 1.5 CEUs / **Certificate of Completion**

Tuition: \$149

Please check our website for class updates.

Adobe Photoshop Elements 101

Get a basic introduction to the tools available in Adobe Photoshop Elements, a lower-cost alternative software to Adobe Photoshop that has easy-to-use editing options for every user level to make digital photographs look their best.

Software version taught: Photoshop Elements 12 (Windows)

Total contact hours: 15 / 1.5 CEUs / **Certificate of Completion**

Tuition: \$129

Dates: Thursdays, 11/11/2021 - 12/16/2021, 6 p.m. - 9 p.m. (5 class meetings), City Park Campus, Building 8, Room 109. No class during Thanksgiving week.

Instructor: Donald Crais

ARTS & CRAFTS

Intro to Cricut®

The Cricut class is for beginners or those who are looking to get better at their craft. The goal of this class is to get new cricut users comfortable with adding images, working with text, and cutting.

Total contact hours: 12

Tuition: \$145

Dates: Tuesdays, 8/03/2021 - 8/24/2021, 6 p.m. - 9 p.m. (4 class meetings), Delgado River City Site

Instructor: Kirby Lanier



AUTOMOTIVE

You "Auto" Know

This course is an interactive and fun way to learn about basic vehicle maintenance. Students will be able to prolong the life of their vehicles (and save money). The course will help you understand your owner's manual, how to change a tire, boost a battery, check fluid levels, know how to speak with a mechanic, and what to do in an emergency. Students will be allowed to bring their vehicles for training purposes and demonstrations.

Required supplies: Students are advised to wear comfortable clothing that they don't mind getting dirty. Students should wear closed-toed shoes and must be a minimum of 16 years old.

Optional supplies: Vehicle owner's manual(s), safety glasses, and/or mechanical gloves

Total contact hours: 16 / Certificate of Completion

Tuition: \$125

Please check our website for class updates.

BUSINESS

The Art of Grant Writing 101

Do you love writing and building rewarding, long-lasting relationships? Do you have a passion for a cause? As a grant writer, you can help nonprofit organizations, schools, religious institutions, and research organizations acquire the funds they need to operate and to thrive. In our Art of Grant Writing class, you will learn how to gain a new knowledge of the grant writing process and be able to research, plan and write a grant for any organization. This course will help you gain a new skill to advance in your career or start a new one! Students will learn how and where to look for potential funders who are a good match for their organization, how to network and develop true partnerships with a variety of funders, how to organize a successful grant writing campaign, and how to compile a complete proposal package.

Required supplies: USB drive and 2-inch binder

Total contact hours: 24 / 2.4 CEUs / Certificate of Completion

Tuition: \$259

Dates: Tuesdays, 6 p.m. - 9 p.m. (8 class meetings),

City Park Campus, Building 8, Room 114

Section 1: 8/17/2021 - 10/5/2021

Section 2: 10/19/2021 - 12/7/2021

Instructor: Hillary Williams

The Art of Grant Writing 102

This intensive and practical course is designed for advanced grant writers who seek to increase their effectiveness in the dynamic and rewarding field of grant proposal writing and management. This course will offer the following topics: reviewing and writing sample local, state, and federal grants; preparing comprehensive budgets and measurable quantitative and qualitative objectives; and responding to a grant rejection letter.

Required Supplies: USB drive and 2-Inch binder

Total contact hours: 12/1.2 CEUs/Certificate of Completion

Tuition: \$149

Dates: Tuesdays, 10/12/2021 - 11/2/2021, 6 p.m. - 9 p.m. (4 class meetings), City Park Campus, Building 8, Room 101

Instructor: Hillary Williams

How to Write a Successful RFP, RFQ, and Bid

This course is uniquely designed to prepare business owners and consultants to use the RFP, RFQ, and Bid process to its maximum potential. The class agenda will identify the process, offer a key understanding of the elements of the proposal, and ascertain ways in which the document can be used to its full capacity. Pitfall and success stories will make the class relevant and applicable when planning to incorporate this type of solicitation into the government process. Practical examples, discussion group exercises, and case studies will be used throughout the course.

Required Supplies: USB drive and 2-inch binder

Total contact hours: 18/1.8 CEUs/Certificate of Completion

Tuition: \$219

Dates: Thursdays, 8/26/2021 - 9/30/2021, 6 p.m. - 9 p.m. (6 class meetings), City Park Campus, Building 8 Room 101

Instructor: Hillary Williams



The Essentials of Powerful and Effective Leadership

Becoming an effective and powerful leader in today's climate involves one's ability to maintain effective executive presence, lead and mentor individuals, and effectively manage a team. The focus of this course is to explore each of these leadership areas and provide the tools to apply them in professional settings. Each module is designed to assist participants with developing and honing their leadership style. By the end of the course, participants will be able to articulate and execute their cultivated leadership style and obtain tools to improve their leadership impact.

Total contact hours: 24 / 2.4 CEUs / Certificate of Completion

Tuition: \$159

Please check our website for class updates.

Social Media for Start Ups

Attracting new customers and engaging existing customers are the biggest challenges for business owners. Social Media platforms provides an opportunity to put your company in the forefront of your target audience. Yet, simply having a social media account is not enough. In this course, you will learn how to effectively increase your follower base and how to use social media to drive sales. By the end of the course, you will develop and execute a social media campaign tailored to your target audience and track your progress with business tools.

Required supplies: Laptop and smartphone with app download capabilities

Total contact hours: 24 / 2.4 CEUs / Certificate of Completion

Tuition: \$159

Please check our website for class updates.

Project Management Principles

This course is designed to instruct students seeking to become a more effective project leader. Course topics include planning,

scheduling, organizing and controlling projects in any industry. The primary course emphasis is on the project management process used for control of varying projects.

Required supplies/textbooks: *Project Management: The Managerial Process/8th edition*, basic calculator, USB drive

Total contact hours: 24

Dates: Wednesdays, 9/15/2021 - 11/3/2021, 6 p.m. - 9 p.m. (8 class meetings), City Park Campus, Building 8

Instructor: Matthew Romero

COMPUTER & OFFICE SKILLS

Microsoft Excel

Using Office 2019/365, learn how to navigate the worksheet, format cells, perform calculations using formulas and functions, create charts, and use financial functions and "what-if" analysis. Manage multiple worksheets and organize large amounts of data. Work with PivotTables and PivotCharts, 3-D references and macros, inspect and protect your workbook, and much more. Students should have basic knowledge of computers such as using the mouse and keyboard, plus a basic understanding of Windows before taking this course.

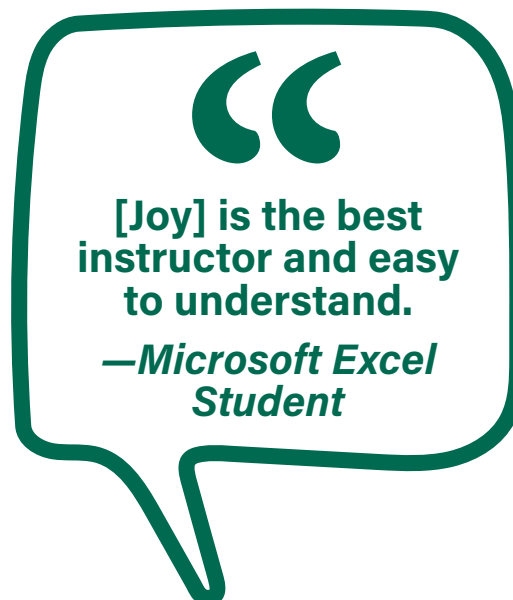
Required supplies: Students must bring a USB drive to save their work. Textbook required; must purchase separately.

Total contact hours: 36 / 3.6 CEUs / Certificate of Completion

Tuition: \$299

Dates: Tuesdays, 9/7/2021 - 11/30/2021, 6 p.m. - 9 p.m. (12 class meetings), City Park Campus, Building 8, Room 106

Instructor: Joy Alexander



Microsoft Outlook

Outlook is the Microsoft program that is your personal information manager that you will use on your computer or mobile device. You can send emails with files or pictures attached. It is your personal address book to keep track of your contacts. You will learn how to set up contact groups for sending emails to multiple people at the same time. In addition, you will learn how to set up your calendar to keep track of meetings and personal appointments. You will use notes, tasks, the To-Do bar, and the Folder list to integrate Outlook with other Office applications, such as using your contacts for a mail merge in Word. Students should have basic knowledge of computers and a basic understanding of Windows.

Total contact hours: 18 / 1.8 CEUs / Certificate of Completion

Tuition: \$199

Offered in Spring 2022

Instructor: Joy Alexander

QuickBooks Online

This course is designed for the beginning or intermediate user of QuickBooks Online Essentials. The purpose of this course is to teach you how to successfully navigate and use QuickBooks Online Essentials as your business' accounting software. This course covers basic concepts of QuickBooks as well as fundamental accounting concepts with a hands-on, skills-based approach and in-class tutorials that use sample cases and scenarios. No previous accounting experience is required for this course, as it focuses on the QuickBooks software and not on accounting principles.

Required textbook: *QuickBooks Online*, ISBN-13: 978-1-64061-219-8.

Required supplies: Students should bring a USB drive to save their work.

Total Contact Hours: 21 / 2.1 CEUs / Certificate of Completion

Tuition: \$275

After successful completion of the course, students are eligible to sit for the Microsoft Certification Exam for an additional cost.

Please check our website for class updates.

complete the assignments before class begins. The textbook and answer sheet can be purchased together or separately from the Delgado bookstore. The answer sheet is required to take the exam, as well as a government-issued photo ID (e.g., driver's license, passport, etc.)

Total contact hours: 8 / IBC awarded after passing certification exam

Tuition: \$149

Dates: Offered once per month on Thursday, 8:30 a.m. - 5:30 p.m. with 1-hour break, City Park Campus, Building 8, Room 113

• Section 1: 7/22/2021

• Section 2: 8/26/2021

• Section 3: 9/16/2021

• Section 4: 10/14/2021

• Section 5: 11/18/2021

• Section 6: 12/9/2021

Instructor: Barry Blue

Wine Appreciation

While learning about the romance and legends of world-famous wines, you will learn to select, discuss, store, and appreciate both imported and domestic fine wines. In the last two class meetings, you will participate in blind tasting, rating, and scoring famous wines from various regions.

Age restrictions: Students must be at least 21 years of age and will be requested to provide documentation.

Required supplies: Students should bring their own food and a bottle of water to each class.

Total contact hours: 16 / Certificate of Completion

Tuition: \$159

Other fees: \$50 for supplies, payable to the instructor the first night of class. Payment must be made via cash or money order only; a receipt will be provided.

City Park Campus, Building 8, Room 105

Instructor: Peter Patti

Please check our website for class updates.

FOOD & BEVERAGE

Food Safety and Sanitation Certification

In this course, food service professionals will learn procedures for handling utensils and equipment, self-surveillance, food protection, prevention of foodborne diseases, best practices for personal hygiene and habits, plus cleaning, sanitizing, and pest control. The ServSafe Food Protection Manager Certification Exam, sponsored by the National Restaurant Association (NRA), will be given at the end of class.

Required textbook: *ServSafe Manager with Exam Answer Sheet (7th Edition)* by the National Restaurant Association, ISBN: 9780134812335. Students must read the required textbook and



Vegan Cooking 101

Students will learn how to prepare a dish for breakfast, lunch, dinner, and dessert using plant-based alternatives with an emphasis on protein replacement.

Total contact hours: 4

Tuition: \$135

Dates: TBD, 6 p.m., City Park Campus. Culinary Arts, Kitchen 1, Building 11
Instructor: Tasheena Butler

Steakhouse Classics

Come learn how to prepare a classic steak house dinner by making a traditional wedge salad, petit filet with grilled shrimp, lyonnaise potatoes, and creamed spinach. Limit 10 students.

Total contact hours: 4

Tuition: \$135

Date: 8/6/2021, 6 p.m. (1 class meeting), City Park Campus. Culinary Arts, Kitchen 1, Building 11
Instructor: Tasheena Butler

Build Your Own Bomb Brunch

Learn how to prepare different brunch items including biscuits, scones & French toast as well as egg dishes like quiche and omelets. The class will culminate with preparing shrimp and grits/eggs benedict. Limit 10 students.

Total contact hours: 9

Tuition: \$139

Date: TBD, 10 a.m., City Park Campus. Culinary Arts, Kitchen 1, Building 11
Instructor: Tasheena Butler

FORENSICS

NEW! Fingerprinting Workshop

This workshop will be an overview of forensic fingerprinting techniques. In this course you will learn how to evaluate & find fingerprints (sometimes handprints and footprints) as part of an investigation in a crime.

Total contact hours: 20

Tuition: \$349

Required supplies: Students are required to purchase their own PPE: Lab coat, safety glasses, and respirator. Amazon purchase link to be provided.

Hybrid lecture and assignments online. Class limit: 5 - 12 students.

Instructor: Charlene Shunick

Dates: Tuesdays. 9/7/2021 - 9/28/2021

(Hybrid lecture & Assignments Online)

(Lab Meeting 5:30 p.m. - 8:30 p.m.)

Flyer to be marketed.

NEW! Skeletal Analysis Workshop

This workshop will be an overview of forensic skeletal analysis. Learn the the gross anatomy of the adult human skeleton and various methods used to estimate the sex (gender), age, height (stature), and ancestral background (ethnicity) of someone. The course concludes with species differences and finish with a full profile of human skeletal remains and models.

Total contact hours: 20

Tuition: \$349

Required supplies: Students are required to purchase their own PPE: Lab coat, safety glasses, and respirator. Amazon purchase link to be provided.

Hybrid lecture and assignments online. Class limit: 4 - 12 students.

Instructor: Charlene Shunick

Please check our website for class updates.



NEW! Serology Analysis Workshop

This workshop will be an overview of what serology is and how it is used in forensic investigation outside of DNA analysis. Learn about the most commonly recovered bodily fluids and what they contain as well as the most common presumptive and confirmatory tests used to identify these fluids, how they work, and how to use each of them.

Total contact hours: 20

Tuition: \$649

Required supplies: Students are required to purchase their own PPE: Lab coat, safety glasses, and respirator. Amazon purchase link to be provided.

Hybrid lecture and assignments online. Class limit: 4 - 12 students

Instructor: Charlene Shunick

Please check our website for class updates.

HEALTHCARE

Please check our website for class updates.

WIOA FUNDED! Clinical Medical Assistant

An instructional program that prepares individuals to support physicians by providing assistance during patient examinations treatment administration and monitoring by keeping patient and related health record information and by performing a wide range of practice-related duties.

Tuition: \$3,995

Books, uniforms, tools and certification exam not included.

Contact: Erin Rogers erogers@dcc.edu

Health Coach Training

Become a health coach through this training course! The training is six months for entry-level students, three months for advanced students w/significant healthcare training/ experience/license, and comprised of day/evening/online courses. Students are required to complete a three-hour per week externship. Students must have a high school diploma/GED to be eligible for this course. Scholarships are available. Health Coach Training is pathway to obtaining a Health Navigator associate degree. Students who have at least an associate degree are eligible to take the National Board of Medical Examiners Board Certification Exam. **Students will receive industry-based credentials and a certificate of completion.**

Contact: Dana Smith dsmith@dcc.edu



HISTORY

The French Quarter

The French Quarter has a life of its own and everyone who loves New Orleans is a part of it. We'll explore streets and gardens, churches and cemeteries, courtyards and patios, balconies and galleries; we'll meet artists and poets, enslaved Africans and indentured servants, buyers and sellers, nuns and strippers. We'll find out that many cultures created who we are—we'll hear their music and taste their food; we'll learn about the walls that protected the people and colors that killed them. Students will enjoy a field trip on a tour of the Quarter, where we will visit two spectacular museums and have lunch* as we share our own memories of this magical world treasure.

**Price of food and beverage not included. Date TBA.*

Total contact hours: 20 / Certificate of Completion

Tuition: \$249

Dates: Thursdays, 9/16/2021 - 11/4/2021, 6 p.m. - 8 p.m., (8 class meetings) City Park Campus, Building 8, Room 108 (1 off campus field trip - TBA)

Instructor: Randy Bibb



**Randy was SIMPLY amazing!
Every single class was filled with knowledge
and fun. He presented the material in a
clear, concise manner and was extremely
knowledgeable about the subject matter.
Randy Bibb is a GEM!!**

—Kristen Campbell, Tour Guiding Student



HOSPITALITY & TOURISM

Professional Tour Guiding 1

This course is designed to train and prepare students to become New Orleans tour guides. It is also a great way to gain skills in the hospitality industry as well as knowledge of the city of New Orleans. Students participate in eleven (11) classroom sessions and three (3) field trips, plus the opportunity to take the New Orleans Tour Guide Permit exam the last night of class, which is granted through the New Orleans Taxicab & For Hire Bureau. The field trips consist of guided tours valued at more than \$200, and the classroom sessions consist of instructor lectures, student presentations, and guest speakers. Previous guest speakers have included representatives from the Tour Guides Association of Greater New Orleans, the New Orleans Convention and Visitors Bureau, the Lake Pontchartrain Basin Foundation, Stephen Ambrose Historical Tours, Gray Line Tours, New Orleans Tours, City Sightseeing New Orleans, and New Orleans Music Tours.

Recommended reading: *The Beautiful Crescent: A History of New Orleans* by Joan Garvey and Mary Lou Widmer, published by Pelican Publishing, ISBN-13: 978-1455617425

Total contact hours: 50 / IBC awarded upon passing Tour Guide Permit Exam

Tuition: \$399 (includes tour of three plantations!)

Other fees: \$10 for student booklet, given out the first night of class
Permit information: On the last night of class, students can take the exam for the Tour Guide Permit, which is granted through the New Orleans Taxicab & For Hire Bureau. Students who wish to pursue the New Orleans Tour Guide Permit must pay a \$50 application fee, as well as fees associated with a criminal background check. (These fees are not collected by nor associated with Delgado.) Further

information about the permitting process can be found on the [City of New Orleans website](#).

Dates: Mondays, 9/13/2021 - 11/22/2021, 6 p.m. - 9 p.m. (11 class meetings), City Park Campus, Building 8, Room 108 (3 off campus field trips)

Instructor: Randy Bibb

Professional Tour Guiding 2: Diversifying Your Capabilities

For licensed tour guides and for those considering becoming a Licensed Tour Guide, this course teaches various types of tours, including cemetery tours, swamp tours, culinary tours, cocktail tours as well as folklore tours such as ghosts, voodoo, pirates, etc. Students will enjoy guest speakers addressing various topics and answering questions, as well as a field trip, to learn how to research information, where to find resources and how to distinguish fact from fiction. The history of tourism in New Orleans will be discussed along with the importance of sustainable tourism co-existing with historic and fragile neighborhoods.

This course is an excellent introduction to those interested in pursuing a career in tourism, for established tour guides as a refresher, or as a guide to learning different types of tours and for those who are curious.

Total contact hours: 16 / Certificate of Completion

Tuition: \$195

Dates: Tuesdays, 9/14/2021 - 11/9/2021, 6 p.m. - 8 p.m. (9 class meetings), City Park Campus, Building 8, Room 108 (2 off campus field trips)

Instructor: Randy Bibb

No class during Mardi Gras break 2/16/2021



INFORMATION TECHNOLOGY

Check www.dcc.edu/go/it or email techpathwayswd@dcc.edu for class details and updates.

IT FOUNDATIONS SUITE

CompTIA IT Fundamentals (ITF+) Certification

What every user needs to know about basic IT concepts, troubleshooting devices, and identifying/preventing security risk

What you'll learn

CompTIA ITF+ helps professionals to decide if a career in IT is right for them or to develop a broader understanding of IT. Training focuses on the essential IT skills and knowledge needed to perform tasks commonly performed by advanced end-users and entry-level IT professionals alike, including:

- Using features and functions of common operating systems and

establishing network connectivity

- Identifying common software applications and their purpose
- Using security and web browsing best practices

CompTIA IT Network+ (Network+) Certification

What you'll learn

CompTIA Network+ helps develop a career in IT infrastructure covering troubleshooting, configuring, and managing networks. Network+ ensures an IT professional has the knowledge and skills to:

- Design and implement functional networks
- Configure, manage, and maintain essential network devices
- Use devices such as switches and routers to segment network traffic and create resilient networks
- Identify benefits and drawbacks of existing network configurations
- Implement network security, standards, and protocols
- Troubleshoot network problems
- Support the creation of virtualized networks



CompTIA Security+ (Security+) Certification

Everything you need to know about Security Administration to best prepare for your CompTIA Security+ Certification Exam

What you'll learn

CompTIA Security+ is a global certification that validates the baseline skills necessary to perform core security functions and pursue an IT security career. It establishes the core knowledge required of any cybersecurity role and provides a springboard to intermediate-level cybersecurity jobs. Security+ incorporates best practices in hands-on troubleshooting, ensuring candidates have practical security problem-solving skills required to:

- Assess the security posture of an enterprise environment and recommend and implement appropriate security solutions
- Monitor and secure hybrid environments, including cloud, mobile, and IoT
- Operate with an awareness of applicable laws and policies, including principles of governance, risk, and compliance
- Identify, analyze, and respond to security events and incidents

ADVANCED IT TRAINING

CompTIA Cybersecurity Analyst (CYSA+)**Certification****What you'll learn**

CompTIA CySA+ applies behavioral analytics to networks to improve the overall state of security through identifying and combating malware and advanced persistent threats (APTs), resulting in an enhanced threat visibility across a broad attack surface. It will validate an IT professional's ability to proactively defend and continuously improve the security of an organization. CySA+ will verify the successful candidate has the knowledge and skills required to:

- Leverage intelligence and threat detection techniques
- Analyze and interpret data
- Identify and address vulnerabilities
- Suggest preventative measures

CompTIA Security+ (Security+) Certification Training recommended

**AWS Cloud Foundations (Cloud Practitioner)****Certification**

Helps to prepare you to pass the Amazon Web Services Certified Cloud Practitioner Exam

What you'll learn

AWS Cloud Foundations is for individuals who want to develop a fundamental understanding of the AWS Cloud, independent of any specific technical role. The course teaches AWS Cloud concepts, core AWS services, security, architecture, pricing, and support to build AWS Cloud knowledge. This course will prepare for the AWS Certified Cloud Practitioner exam.

- Summarize the working definition of AWS
- Differentiate between on-premises, hybrid-cloud, and all-in cloud models
- Describe the basic global infrastructure of the AWS Cloud
- Explain the six main benefits of the AWS Cloud

AGILE PROJECT MANAGEMENT SUITE

SAFe® Scrum Master (SSM) Certification

Learn Scrum & prepare for your Scrum Master/Agile Certification - Apply the Scrum Master role within a SAFe® enterprise with Certified SAFe® Scrum Master

What you'll learn

In this course, attendees gain an understanding of the role of a Scrum Master in a SAFe® enterprise. Unlike traditional Scrum Master training that focuses on the fundamentals of team-level Scrum, the SAFe® Scrum Master course explores the role of the Scrum Master in the context of the entire enterprise, and prepares attendees to successfully plan and execute the Program Increment (PI), the primary enabler of alignment throughout all levels of a SAFe® organization. This includes learning the key components of Agile at scale development, how Scrum is facilitated throughout the enterprise, and how to execute Iteration Planning. Attendees discover how to build high performing Agile teams by becoming a servant leader and coach, and how to coach those teams to deliver the maximum business value at scale. SAFe® 5 Scrum Master (SSM) certification signifies that people are prepared to perform the role of Scrum Master in a SAFe® environment, increasing their value to teams and organizations that are implementing SAFe®.

Agile SAFe® for Teams (SP) Certification

Building teams and organizations that thrive during change and stay resilient

What you'll learn

Build the skills needed to become a high-performing team member on an Agile Release Train (ART)—and learn how to collaborate effectively with other teams—by becoming a SAFe® 5 Practitioner (SP). During this two-day course, attendees gain an in-depth understanding of the qualities of high-performing Agile Teams, the ART and how it delivers value, and what they can do to effectively perform their role using Scrum, Kanban, and XP.

Attendees also learn how to write Stories and break down Features, plan and execute Iterations, and experience a PI Planning event. Finally, attendees learn about the Continuous Delivery Pipeline, the importance of a DevOps culture, how to effectively integrate with other teams on the ART, and what it takes to continuously improve.

SAFe® Product Owner/Product Manager (POPM)**Certification**

Delivering value through effective Program Increment execution with Certified SAFe® Product Owner / Product Manager

What you'll learn

Develop the skillsets needed to guide the delivery of value in a Lean enterprise by becoming a SAFe® 5 Product Owner/Product Manager (POPM). During this two-day course, attendees gain an in-depth understanding of how to effectively perform their role in the Agile Release Train (ART) as it delivers value through Program Increments. Attendees explore how to apply Lean thinking to decompose Epics into Features and Stories, refine Features and Stories, manage Program and Team backlogs, and to plan and execute Iterations and Program Increments. Attendees also discover how the Continuous Delivery Pipeline and DevOps culture contribute to the relentless improvement of the ART.

WORKSHOP/BOOTCAMPS

Delgado Workforce IT provides community building and on-the-job opportunities for participants to gain work experience.

Tech Talk Thursday

Webinar in which industry experts and technology thought leaders discuss current issues in IT, skills development, and IT workforce trends.

Technology Summer Boot Camp

Week long project based competition in which participants learn how to apply agile project management methodology to solve an actual business case.

INDUSTRY TRAINING

Delgado Workforce IT offers customized trainings, workshops, and seminars for businesses and organizations.

Agile Project Management 101

While Agile Project Management originated in the Tech industry due to quickly changing deliverables and ever evolving technology, this seminar demonstrates how the Agile approach can be applied effectively across all industries.



LANGUAGES & COMMUNICATION

Please check our website for class updates.

Spanish I

Learn the fundamentals of the Spanish language for non-Spanish speakers. Speaking and conversational skills are emphasized for everyday communication, including pronunciation, intonation, rhythm, and repetitive expression. As the course progresses, there will be an emphasis on receptive and expressive conversational skills. You will learn to apply and improve your expressive skills through conversation practice in real situations.

Required textbook: *Easy Spanish Step-By-Step* by Barbara Bregstein, ISBN: 9780071463386

Optional textbook: Spanish/English dictionary

Total contact hours: 24 / 2.4 CEUs / Certificate of Completion

Tuition: \$259

Dates: Wednesdays, 6 p.m. - 9 p.m. (8 class meetings)

Section 1: 7/07/2021 - 8/25/2021

Section 2: 9/08/2021 - 10/27/2021

Instructor: Yiraliz Beltran



The instructor was very knowledgeable and helpful. She made sure that we understood and pronounced things correctly before leaving class. We were able to email her with the exact sentences we wanted to learn. The class was very interactive and made me want to learn more.

— Ashley Jordan, Spanish I Student

Spanish II

This course will introduce the fundamentals of the Spanish Language for non-Spanish speakers. Speaking and conversational skills are emphasized for everyday communication, including pronunciation, intonation, rhythm, and repetitive expression. As the course progresses, there will be an emphasis on receptive and expressive conversational skills. Students will learn to apply and improve their expressive skills through conversation practice in real situations.

Required textbook: *Easy Spanish Step-By-Step* by Barbara Bregstein, ISBN: 9780071463386

Optional textbook: Spanish/English dictionary

Total contact hours: 24 / 2.4 CEUs / Certificate of Completion

Tuition: \$259

Dates: Tuesdays, 9/7/2021 - 10/26/2021, 6 p.m. - 9 p.m. (8 class meetings)

Instructor: Yiraliz Beltran

Improve Your Public Speaking

When it comes to public speaking and storytelling, two things stand out: everyone has a story to share and delivering a speech can be intimidating. You will learn how to become a more confident public speaker while developing your unique story that makes your talk memorable and engaging. Topics will include the fundamentals of public speaking, developing your story and message, speech structure, crafting and rehearsing your talk, verbal and nonverbal communication, and connecting with audiences. During the final class, you will take to the stage and deliver your talk that will be recorded on video before an audience.

Required supplies: Students must bring a minimum 32 GB USB drive to save video recordings, and a 2-inch 3-ring binder for handouts.

Total contact hours: 30 / Certificate of Completion

Please check our website for class updates.

NOTARY

Notary Public Preparatory

This course provides preparation for Louisiana's state notary exam. In addition to exam preparation, course topics also include the Louisiana court system and the Notary Public's role within that system. Class discussions will focus on mortgages, conveyances, leases, contracts, legal descriptions, successions, wills, trusts, and community property regime. Please note that successful preparation for the exam will require extensive reading outside of the classroom. Pursuant to Act 423 of the 2006 Regular Louisiana Legislative Session the Notary Examination will be administered by the Secretary of State on the first Saturday in June and December.

Prerequisite: It is highly recommended that students take the Notary Exam Pre-Assessment before taking this class. The pre-assessment is mandatory before taking the exam through the Secretary of State. Complete information about the pre-assessment, the exam, and related requirements can be found on the [Louisiana Secretary of State website](#).

Required textbook: *The Fundamentals of Louisiana Notarial Law and Practice exam study guide*, available from the [Louisiana Secretary of State website](#).

Total contact hours: 39 / IBC awarded after passing notary exam

Tuition: \$599

Information Sessions: 8/24/2021 and 8/26/2021, 6 p.m. - 7 p.m.

Dates: Wednesdays, 9/8/2021 - 12/1/2021, 6 p.m. - 9 p.m. (13 class meetings), City Park Campus, Building 8, Room 114. No class Thanksgiving week.

Instructor: Cedric Morgan

Check website for Spring 2022 class dates.

PHOTOGRAPHY

Photography 1: Camera Introduction

Learn the basic functions of a digital single-lens reflex (DSLR) camera, such as aperture or f/stop, shutter speeds, ISO, focusing modes, metering modes, shooting drives, exposure compensation with the intent of controlling light, and capturing improved images. Shooting assignments – in class and at home – are part of the growth process. This course will have a limited number of students in order to allow better interaction and individualized attention.

Prerequisite: No prior photography experience needed, but basic computer skills are helpful.

Required equipment: DSLR camera, its manual, blank camera storage card, and access to a computer outside of class with Internet capabilities. "Point and shoot" and hybrid cameras are not appropriate for this class.

Total contact hours: 18 / Certificate of Completion

Tuition: \$199

Dates: Tuesdays, 9/7/2021 - 10/12/2021, 6 p.m. - 9 p.m. (6 class meetings), City Park Campus, Building 8, Room 108

Instructor: Donald Crais



Photography 2: Composition and Design

Improve your photography skills with an introduction to the rules of composition and the elements of design. Lectures, shooting assignments – in class and at home – and image critiques will help students develop photography capabilities and style.

Prerequisite: Photography 1 and the student must know how to use his or her DSLR camera. Camera instruction is not part of this course.

Required equipment: DSLR camera, its manual, blank camera storage card, and access to a computer outside of class with Internet capabilities. "Point and shoot" and hybrid cameras are not appropriate for this class.

Total contact hours: 18 / Certificate of Completion

Tuition: \$199

Dates: Tuesdays, 10/19/2021 - 11/30/2021, 6 p.m. - 9 p.m. (6 class meetings), City Park Campus, Building 8, Room 108. No class Thanksgiving week.

Instructor: Donald Crais

PRIVATE INVESTIGATING

Private Investigator Preparatory

This intensive course teaches students basic investigatory skills and discovery techniques. Topics include state/federal investigator laws, undercover investigation, surveillance techniques, interview/statement methods, court record checks, subpoena procedures, computer database research, video/still photography techniques, locating witnesses and missing persons, and testifying techniques. This course also prepares students to take the State Private Investigator Exam that is required to apply for a private investigator license in Louisiana. The exam is given on the last day of class at 1:30 p.m. Visit the [Louisiana State Board of Private Investigator Examiners website](http://www.lsbpie.com) at www.lsbpie.com.

Age restrictions: Students must be at least 18 years old, and provide documentation via government-issued photo identification.
Required textbook: The cost of the required textbook for this course is included in the tuition, and will be distributed by the instructor on the first day of class.

Total contact hours: 40 / IBC awarded upon passing of Louisiana State Private Investigation Exam

Tuition: \$399

Other fees: \$50 exam fee, collected on date of exam; check or money order only, made out to Louisiana State Board of Private Investigator Examiners or LSPBIE

Dates: Monday - Friday, 8 a.m. - 5 p.m. with 1-hour break, City Park Campus, Building 8, Room 113

- Section 1: 9/13/2021 - 09/17/2021
- Section 2: 12/13/2021 - 12/17/2021

Instructors: Henry Bennett and Charlene Mora



National Green Infrastructure Training

This training provides basic information on the stormwater sector and how to understand the context of the National Green Infrastructure Program, including, an overview and structure of the National Green Infrastructure Program, what information is covered in the course and how is testing tied to this information, stormwater, and types of jobs associated with stormwater.

OSHA 10

The NCCER Core Curriculum course covers the basic principles and skills of working in the construction industry. Key content includes: Basic Safety, Introduction to Construction Math, Introduction to Hand Tools, Introduction to Power Tools, Construction Drawings, Basic Rigging, Basic Communication Skills, Basic Employability Skills, and Materials Handling. Also included is an introductory workshop to high-wage/high-demand craft-skill careers.

Skilled Craft Training - Core Plus

The NCCER Core Curriculum course covers the basic principles and skills of working in the construction industry. Key content includes: Basic Safety, Introduction to Construction Math, Introduction to Hand Tools, Introduction to Power Tools, Construction Drawings, Basic Rigging, Basic Communication Skills, Basic Employability Skills, and Materials Handling. Also included is an introductory workshop to high-wage/high-demand craft-skill careers. This course also included OSHA 10 training.

SKILLED CRAFTS

All Skilled Crafts trainings are **WIOA FUNDED!**

Contact Patricia Marshall at pmarsh@dcc.edu for class updates.

Certified Line Worker Training

An instructional program that prepares individuals to apply technical knowledge and skills to install, operate, maintain, and repair electric apparatus and systems such as residential, commercial, and industrial electric-power wiring and D.C. and A.C. motors, controls, and electrical distribution panels. Includes instruction in the use of test equipment. (This is a non-credit course.)

Contact Joan Wade jwade@dcc.edu

Skilled Craft Training Electrical

This curriculum trains individuals in NCCER Core, OSHA 10, and Electrical level 1. The program challenges students to master specific skill related competencies set forth by the National Center for Construction Education and Research (NCCER), as well as our Electrical Advisory Committee which consists of business and industry representatives from the Southeast Louisiana region. The electrical program introduces students to all aspects of entry and intermediate level and safety requirements relating to residential, light industrial and light commercial electrical applications to enable them to enter into the electrical field as electrical apprentices. After successful completion of this program, the student will have achieved the skills designated by the National Center for Construction Education and Research (NCCER) curricula and receive their nationally recognized NCCER credentials.



Skilled Craft Training - Industrial Maintenance

Machinist Machine Technologist. An instructional program that prepares individuals to apply technical knowledge and skills to plan manufacture assemble test and repair parts mechanisms machines and structures in which materials are cast formed shaped molded heat treated cut twisted pressed fused stamped or worked.

Skilled Crafts Training - Welding

This curriculum trains individuals in NCCER Core, OSHA 10, and Welding level 1. Delgado's welding program challenges students to master specific skill related competencies set forth by the National Center for Construction Education and Research (NCCER), as well as our Welding Advisory Committee which consists of business and industry representatives from the Southeast Louisiana region. This program is currently offered at the Jefferson site. The site has a newly renovated welding lab that enables students to receive competency-based, academic and hands on instruction. After successful completion of this program, the student will have achieved the skills designated by the National Center for Construction Education and Research (NCCER) curricula and receive their nationally recognized NCCER credentials.

WRITING & PUBLISHING

NEW! The Basics of Scriptwriting

From short films to comic books to plays, scriptwriting takes creative writing and boils it down to the essence: full characters, compelling plot, and sharp dialogue. But the novice scriptwriter must learn some basic skills like formatting, scope of vision, and viability of production. Students will learn different approaches to storytelling, how to create characters and character arcs, the ins and outs of dialogue, and get practical advice on taking their scripts to production. Open to novice screenwriters, comic book writers, playwrights, or fiction/non-fiction writers looking to expand their ideas.

Required textbooks:

The Thirty-Six Dramatic Situations by Mike Figgis, published by Faber and Faber, ISBN-10: 9780571305049, ISBN-13: 978-0571305049

Screenplay: The Foundations of Screenwriting by Syd Field, published by Delta, ISBN-10: 9780385339032, ISBN-13: 978-0385339032

Murder Ballads by Gabe Soria and Chris Hunt, published by Z2 Comics, ISBN-10: 1940878101, ISBN-13: 978-1940878102

Total contact hours: 18

Tuition: \$229

Dates: TBD, 6 p.m. - 9 p.m. (6 class meetings), City Park Campus, Building 8, Room TBD



NEW! From Spark to Concept: Worldbuilding in Storytelling

Part of the fun of fiction, especially genre fiction, is constructing the world that the reader will experience. By designing the elements of the story—setting, religion, maps, governments—the writer is then freed to be creative in plot and character. Students will study famous works of fiction and cinema to see how these works use their background to tell compelling stories and then construct their own story “bibles” to create a compelling world any reader/viewer would want to experience. Open to fiction writers (especially fantasy and science fiction), screenwriters, comic book creators, playwrights, and role playing game/computer game designers.

Total contact hours: 18

Tuition: \$229

Dates: TBD, 6 p.m. - 9 p.m. (6 class meetings), City Park Campus, Building 8, TBD

ONLINE COURSES

Delgado Community College offers a wide variety of highly interactive, career training and non-credit online courses. You can study whenever and wherever you choose, making it easy to learn and work even with a busy schedule. The courses are completely online, so you will never need to come to campus!

Learn online at your convenience!

- **24/7 access provided**
- **Instructor-led or self-paced courses offered**
- **Discussion communities & advising available**

Online Career Training

These online courses prepare you for a new career or help you advance within your current occupation. You will learn new skills and prepare for industry-recognized certifications. You can begin these courses at convenient times and learn at your own pace.

Visit careertraining.ed2go.com/delgadocc to browse all courses and details. Categories and courses include:

ARTS AND DESIGN

3ds Max
Adobe Certified Associate
Residential Interior Designer
Digital Arts
Digital Game Artist
Photoshop
Marketing Design
Multimedia Arts
Video Game Design and Development
Web Design

BUSINESS

Administrative Professional
Microsoft Office Master
Microsoft Office Specialist
CCBA Certification Training

Bookkeeper
Global Business Professional
Green Supply Chain Professional
Internal Auditor
Quality Improvement Associate (CQIA)
Six Sigma
Chartered Tax Professional
Court Interpreter (Spanish/English)
Customs Broker
Dental Office Manager
Entrepreneurship
Grant Writing
Human Resources Management
Project Management - Microsoft Project / PMP Prep / CAPM Prep
MSP Foundation and Practitioner Certification Training
Non-Profit Management
OMCA Content Marketing Associate
Professional Interpreter
Professional Translator
Purchasing and Supply Chain Management
Records Management
Sage 50 Certificate
Sustainability Professional



COMPUTER APPLICATIONS

Android App Developer
AutoCAD
Autodesk Inventor / Revit
QuickBooks
Salesforce
Microsoft Access / Azure / Excel / Office / Outlook / PowerPoint / Project / SharePoint / Word

COMPUTER PROGRAMMING

Apache Cassandra Training
SAS Base Programmer
CompTIA Linux+ and Unix Training
CTFL Certification Training
Java Programmer
Microsoft Web Developer
Mobile / Desktop Web Developer
Responsive Web Design
Oracle SQL / PL/SQL / Python / Java
UNIX Administration
Web Applications Developer

CONSTRUCTION AND TRADES

Biofuel Production Operations
Building Analyst Quick Start
Indoor Air Quality Manager
Indoor Environmentalist Prep
Chemical Plant Operations
CNC Machinist
Composites Technician
Die Setter
Electrical Technician
Engineering Technician
Freight Broker/Agent Training
Home Inspection Certificate
HVACR
Leadership in Energy and Environmental Design (LEED)



Maintenance Technician
Manual Machinist
Mechatronics
Natural Gas Plant Operations
Oil Refinery Operations
Building Assessment
Power Plant Operations
Press Operator
Green Buildings
Process Technician
Quality Inspector
Robotics Technician
Solar Power Professional
Tool / Die Maker
Welder
Wind Energy Professional

HEALTH AND FITNESS

Activity Director
Administrative Dental Assistant
Medical Coding
Personal Fitness Trainer
Medical Billing / Coding / Administrative Assistant
Clinical Medical Assistant
Electronic Health Records Specialist
Health Unit Coordinator
Medical Transcriptionist
National Pharmaceutical Representative
Outpatient Coder
Professional Medical Auditor
Risk Adjustment Coder
Clinical Dental Assistant
Fitness Business Management
Medical Interpreter
Medical Office Manager
Medical Terminology
Personal Fitness Trainer
Corrective Exercise Specialist
Performance Enhancement Specialist
Strength Coach
Sports Nutrition Specialist
Nutrition
Optician Certification Training
Peer Support Specialist
Pharmacy Technician
Physical Therapy Aide
Professional Recovery Coach
Social Service Assistant
Veterinary Assistant
Veterinary Office Manager



HOSPITALITY

Protection Officer
Wedding Planner
Corporate Event Planner
Event Management / Design
Food and Customer Service Skills
Floral Design
Retail Customer Service Skills Training
Travel Agent Training

INFORMATION TECHNOLOGY

AWS System Operations Certification
CCNA

Ethical Hacker
Risk and Information Systems Control
Information Security Manager
Information Systems Auditor
Information Systems Security Professional
Cisco Certified Network Professional
COBIT 5 Certification Training
CompTIA A+ / Network+ / Security+ / Cloud+ /
IT Fundamentals / Linux+ / Project+
EXIN Cloud Computing
Forensic Computer Examiner
Help Desk Analyst
Information Security
ITIL
Microsoft Certified Solutions Associate
SSCP Systems Security Certified Practitioner
VMware Certified Associate

LEGAL

Healthcare / Eldercare
Mediation / Arbitration
Federal Court Interpreter
Legal Secretary
Paralegal

TEACHING

Child Development Associate Training /
Renewal

Online Personal and Professional Development Courses

If you want to enhance your value in the workplace, make your home your new workplace, or just enrich your life by increasing your knowledge, these affordable and convenient online courses may be just what you need. More than 400 courses are available!

These courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners. New course sessions begin monthly, are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more.

Visit ed2go.com/delgadocc to browse all courses and details. Categories and courses include:

ACCOUNTING AND FINANCE

Accounting Fundamentals
Business Finance
Personal Finance
Stock Options

BUSINESS

Grant Writing
Business / Marketing Writing
Project Management
Communication
Leadership / Management
Customer Service
Public Speaking
Sales
Fundraising
Google Analytics
Marketing
Six Sigma
Starting Your Own Business / Nonprofit
Supply Chain Management
Human Resources

COLLEGE READINESS

Developmental Studies
Math
Science
Test Prep (ACT, SAT, GRE, LSAT, GMAT)

COMPUTER APPLICATIONS AND PROGRAMMING

Microsoft Access / Excel / Word / Outlook /
PowerPoint / Project / Publisher /
QuickBooks
Adobe Acrobat
Oracle
Crystal Reports
PC Troubleshooting
Windows
CSS
HTML5
Blogging / Podcasting
Creating Mobile Apps
Java
PHP
MySQL
Visual Basic
C#
C++
ASP.NET
Python
XML
Responsive Web Design

DESIGN AND COMPOSITION

Photoshop
InDesign
Dreamweaver
Illustrator
Lightroom
WordPress
Photography
Website Design
Game Development
Digital Scrapbooking

HEALTHCARE AND MEDICAL

Alternative Medicine
Ancillary
EMS and Firefighting
Ethics, Law, and Compliance



Health Care Certificate
Health Information Management
Veterinary

LANGUAGE AND ARTS

Arts
Creative Writing
Digital Photography
Graphic and Multimedia Design
Languages
Publishing

LAW AND LEGAL

Business and Corporate
Criminal Law
General Law
LSAT Preparation
Paralegal

PERSONAL DEVELOPMENT

Arts
Children, Parents, and Family
Digital Photography
Health and Wellness
Job Search
Languages
Personal Enrichment
Personal Finance and Investments
Start Your Own Business
Test Prep

TEACHING AND EDUCATION

Classroom Computing
Languages
Mathematics
Reading and Writing
Science
Test Prep
Tools for Teachers



TECHNOLOGY

Certificate Prep
Computer Fundamentals
Computer Programming
Database Management
Graphic and Multimedia Design
Networking and Communications
Security
Web Technology

WRITING AND PUBLISHING

Business Writing
Creative Writing
Grant Writing
Publishing

WORKFORCE DEVELOPMENT OVERVIEW

Delgado Community College's Workforce Development:

- Seeks to promote personal, professional, and economic development through initiatives designed to maintain a skilled workforce, and enhance the quality of life on local, regional, national, and international levels.
- Provides customer driven assessment and training programs as an inducement to secure new value added businesses to our region.
- Provides existing businesses with the necessary training for expansion and responds to permanent closures and layoffs.

Corporate, Community, & Continuing Education

- Provides lifelong learning opportunities for students seeking professional development or personal enrichment. Course offerings continuously change to reflect the needs of the businesses and communities we serve.
- Offers courses in 2D graphics, computer skills, business, languages, history, photography, notary, private investigating, and tour guiding. Youth summer camps are also offered.
- The following initiatives are currently in development: partnerships with DXC for IT training, the LSU AgCenter for trainings at Delgado's greenhouse, and Veterans Affairs for barbering/cosmetology training; and Rapid Response IBC Grants for Health Coach and Medical Lab Technician training.
- Offers personal, professional, and customized trainings for our local community, including Incumbent Worker Training Intensive Services at the American Job Center in Gretna, Workforce Investment Act - Individual Training Accounts (WIA-ITA), Youth Occupational Skills Training (YOST) for ages 18 - 24, and regional collaborative initiatives.
- Current trainings include Certified Line Worker, Medical Assistant, Hospitality and Tourism, Cisco Networking, and NCCER certifications.

Maritime & Industrial Training Center

Nationally designated as a Center of Excellence for Domestic Maritime Workforce Training & Education 2021-2022 by the U.S. DOT MARAD

- Delgado's Maritime and Industrial Training Center has earned an international reputation for providing high quality maritime and industrial fire fighting, radar, safety, and U.S. Coast Guard-approved training to licensed mariners and industry personnel in the maritime, oil and gas, and safety/homeland security fields. Courses can be tailored to meet companies' specific needs.
- The facility features three wheelhouse simulators, conference space for up to 125 attendees, and multiple radar labs.
- Training includes Virtual Reality Incident Command, ERM, and QMED. A Rapid Response IBC Grant will also enable deckhand, vessel engineering, tankerman, and steersman training.



Goldman Sachs 10,000 Small Businesses

- Goldman Sachs 10,000 Small Businesses is a program for small businesses that links learning to action. Participants gain practical skills in topics such as negotiation, marketing, and employee management that can immediately be put into action.
- In addition, they receive the tools and professional support necessary to develop a strategic and customized growth plan that will take their business to the next level.



Small Business Centers

- Delgado's Small Business Centers, located at the City Park and West Bank Campuses, serve students, neighbors, friends and family by helping individuals launch and grow their own businesses.
- Current partnerships include Cox Communications, City of Kenner, Louisiana Economic Development, U.S. Small Business Administration (SBA), Louisiana Small Business Development Center (LSBDC), New Orleans Chamber of Commerce, and Goldman Sachs 10K Small Businesses.

Regional Mechatronics Apprenticeship Program

The first regional apprenticeship program has been established, whereby three LCTCS schools—Delgado Community College, Nunez Community College, and Northshore Technical Community College—will collaborate to provide training. Industry partners are Greater New Orleans, Inc., Elmer Chocolate, Laitram, and McCormick. The program consists of an industry-based curriculum designed to equip mechatronics technicians with the necessary electrical, mechanical, and computer skills to work in manufacturing and industrial maintenance environments.

Delgado River City Site / Advanced Manufacturing Center

Workforce and technical training offered in Avondale.

- Aluminum Welding
- Industrial Maintenance
- Louisiana Transfer Degree
- Logistics
- Millwright
- OSHA 10
- OSHA 20
- Pipefitting
- Process Instrumentation & Control
- Science Lab Technician
- Shielded Metal Arc Welding
- Small Industrial Electrician



We build professionals!

WORKFORCE DEVELOPMENT
City Park Campus | Building 9
615 City Park Avenue | New Orleans, LA 70119
(504) 671-6706



What Is Health Coaching?

Health coaching is an exciting new career in the healthcare industry! As a health coach, you will acquire the skills to help patients improve their health and wellness outcomes to live healthier lives.

Health coaches engage patients and encourage them to take an active role in their health by providing them with tools necessary to make healthy lifestyle choices and adopting lifelong healthy behaviors.

Where Do Health Coaches Work?

Health coaches are employed at hospitals, community health centers, public health organizations, health insurance companies, nursing homes, nonprofit agencies, and are self-employed entrepreneurs.

Scholarships are available for qualified students.

Students will receive a certificate of completion.

Training Requirements & Information

ENTRY-LEVEL STUDENTS

- Training is 6 months
- Students must have a minimum of a high school diploma or equivalent
- Students must take the Test of Adult Basic Education (TABE)
- Students complete an application at www.dcc.edu/go/health-coach
- Tuition is \$500
- Courses included are Fundamentals of Health Coaching, Health and Wellness, Principles of Health Navigation, Foundations in Public Health, Electronic Health Records and Information Systems, Medical Terminology, and Ethics and Cultural Competencies
- Certifications offered are Bloodborne Pathogens, CPR/First Aid, and Certified Electronic Health Records Specialist

ADVANCED STUDENTS

- Training is 4 months
- Students must have a minimum of an associate degree or professional license and significant healthcare experience
- Students must submit resume and complete an application at www.dcc.edu/go/health-coach
- Tuition \$1,000 plus textbooks
- Upon successful completion of the training, students will be eligible to take the National Board for Health and Wellness Coaching certifying exam

NBHC
THE NATIONAL BOARD FOR
HEALTH & WELLNESS COACHING

approved
training
program

Delgado's Health Coach Training is an Approved Health and Wellness Coach Training & Education Program by the National Board for Health and Wellness Coaching (NBHC).

More Information / Registration: Dana Smith | dsmith4@dcc.edu | 504.671.6799 | www.dcc.edu/go/health-coach

REBOOT

YOUR CAREER



Reboot your career!

Learn more about training at Delgado in just 12 weeks or fewer in these areas:

- Medical Assistant
- Phlebotomy
- Facility Maintenance
- Deckhand
- Tank Barge
- Steersman
- Welding
- Pipefitting
- Electrical Helper
- Carpentry Helper
- Forklift Operator

Delgado
COMMUNITY COLLEGE

WORKFORCE DEVELOPMENT

504.671.5676 | 504.342.3434

www.dcc.edu

Instructor-Led **ONLINE**

Youth Camps

Grades 8 - 12



Delgado Community College

Office of Workforce Development
Corporate, Community and Continuing Education

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. Complete any of these courses entirely from your home or office and at any time of the day or night.



Drawing for the Absolute Beginner

Gain a solid foundation in drawing and become the artist you've always dreamed you could be!



Introduction to Photoshop

Learn how to use Photoshop, the world's best graphics program, to edit and process photos and create original images.



Adobe Animate CC Training

Learn how to use Animate to design interactive animations with cutting edge drawing tools.



Photoshop Elements for the Digital Photographer

Master the secrets of correcting digital photos, and bring out the best in all your photographs!



Introduction to Microsoft PowerPoint

Build impressive slide presentations filled with text, images, video, audio, charts, and more.



Secrets of Better Photography

Discover strategies and tricks for taking excellent pictures no matter what or where you're shooting.



Introduction to Microsoft Publisher

Find out how to use this software to design, develop, and publish newsletters, Web sites, and brochures.



Creating Web Pages

Learn the basics of HTML so you can design, create, and post your very own site on the Web.



Blogging and Podcasting for Beginners

Learn how to create your very own blog and add a podcast too using the tools you already have on your computer.



How to Get Started in Game Development

Take steps toward a new career in game development by building a foundation to design games in a wide variety of genres for different audiences and platforms

Learn from
the comfort
of home!

- 24-Hour Access
- Discussion Areas
- 6 Week Format
- Expert Instructor

Delgado
COMMUNITY COLLEGE

MORE COURSES AVAILABLE AT OUR ONLINE INSTRUCTION CENTER

www.dcc.edu/go/digicamp

(504) 671-6474

Visit our website for start dates

Louisiana Incumbent Workers Training Program (IWTP) Grant

Interested in FREE training for your Louisiana business?

Your Louisiana business is eligible for IWTP dollars if:

- You have been in business in Louisiana for at least 3 years.
- You have 15 or more employees.
- You pay Louisiana unemployment insurance tax on your employees.



Best kept secret for Louisiana employers—grant-paid employee training!

It's true. Many Louisiana businesses are receiving free employee training through the IWTP grant. It's a wonderful program!

What you need to know about the Louisiana IWTP grant:

1. **You must qualify.** If your Louisiana based company pays unemployment tax on 15 + employees and has been in business at least 3 years, your company could qualify for free employee training
2. **The grant is written for you.** Qualifying companies team up with the Delgado Community College Business and Industry Development Manager, Bobbie Fontenot, and she will walk clients through each step of the grant submittal process.
3. **Training is provided.** After the training grant is written and accepted, specialized employee training will be provided to meet the specific needs of your company. Dozens of course topics are offered, and if we don't already have the class you want, we'll find a trainer to create it for you. In addition, all training is fully-mobile, so we come to you.

The IWTP grant is simple. If your company meets the few requirements, your business could be receiving FREE training within the year!

Are you ready to jump start your company's employee training? Now you can!

CONTACT:
Bobbie Fontenot
bfonte@dcc.edu
504.671.5676



FIND A JOB CAREER.

FREE, ONLINE CAREER TRAINING

Presented in partnership with



Generation's **100% free, online program** prepares you for entry-level work in digital marketing, IT, or cloud. We've partnered with Delgado to help students find apprenticeships, internships, continuing education, or full-time employment.

TECHNICAL SKILLS | JOB PLACEMENT SUPPORT | CAREER & LIFE COACHING

IT SUPPORT SPECIALIST (ITSS)

YOU'LL LEARN:

- to turn technology frustrations into solutions
- identify issues and troubleshooting when there are technology problems
- setup equipment and install software
- communicate with team members and others

DIGITAL MARKETING (DM)

YOU'LL LEARN:

- to create content for online channels
- to create paid and unpaid social media marketing
- search engine marketing
- use and search tools such as Google Analytics
- communicate with team members and others

JR. WEB DEVELOPER (JWD)

YOU'LL LEARN:

- learn about cloud infrastructure, software, and applications
- identify issues and troubleshooting when there are technology problems
- learn and teach new technologies and skills
- communicate with team members and others

PROGRAM LENGTH
10-12 weeks

CERTIFICATIONS EARNED

Google Analytics IQ (DM)
Facebook Blueprint (DM)
COMP TIA A+ (ITSS)
Google IT (ITSS)
JavaScript Certification
granted by W3Schools (JWD)

COURSE DETAILS

Free, online
M-F, 9 AM-5 PM



APPLY TODAY

Find out more at usa.generation.org/new-orleans | (888) 633-1352 | admissionsusa@generation.org

Made possible by Verizon Skill Forward



CONTACT LIST

Kim Tubre – Director
Corporate, Community & Continuing Education
Office: (504) 671-6465
Email: ktubre@dcc.edu

Anthony Velez – Administrative Assistant 3
Corporate, Community & Continuing Education
Office: (504) 671-6706
Email: avelez@dcc.edu

Erin Rogers – Training Manager
Corporate, Community & Continuing Education
Office: (504) 671-6733
Email: eroger@dcc.edu

Albertha Tobias – Data Specialist
Corporate, Community & Continuing Education
Office: (504) 671-6748
Email: atobia@dcc.edu

Dana Smith – Program Manager for Rapid Response Health Coach
Corporate, Community & Continuing Education
Office: (504) 671-6799

Cheryl Roberts – Career Navigator
Corporate, Community & Continuing Education
Office: (504) 671-6838
Email: crober@dcc.edu

Joan Wade – Program Manager of Certified Line Workers
Corporate, Community & Continuing Education
Office: (504) 762-3093
Email: jwade@dcc.edu

Michelle Burrell – Continuing Education Specialist
Corporate, Community & Continuing Education
Office: (504) 671-6474
Email: mburre@dcc.edu

Returning soon!



Delgado COURSE REGISTRATION FORM

COMMUNITY COLLEGE

Continuing Education & Professional Development

Please print legibly.

Semester: ☐ Fall ☐ Spring ☐ Summer Year: _____

Social Security Number: _____ OR Delgado Student ID Number: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Cell Phone: _____ Home Phone: _____

Email Address: _____ Join our email list? ☐ Yes ☐ No

Gender: ☐ Male ☐ Female Date of Birth: _____

Ethnicity: ☐ American Indian/Alaskan Native ☐ Asian ☐ Black Hispanic ☐ Native Hawaiian/OPI ☐ White

Section Number	Course Title	Campus	Start Date	Tuition

Refund and Payment Policy

- All drop requests must be submitted in writing to noncredit@dcc.edu five business days before the course's start date. Nonattendance does not constitute dropping a class. No drop requests and associated refunds will be granted after the five-day drop period has passed without approval of the Refund Request Committee.
- The complete Refund and Payment Policy for non-credit courses at Delgado can be found online at www.dcc.edu/workforce-development/continuing-education.
- My signature below indicates that I agree to the Refund and Payment Policy for non-credit courses at Delgado Community College.

Student Signature (required)

For Office Use Only		
/ Student registered by / date	Received by: _____ <input type="checkbox"/> Walk-in <input type="checkbox"/> Fax <input type="checkbox"/> Email <input type="checkbox"/> Mail <input type="checkbox"/> Phone Date: _____	Other: <input type="checkbox"/> Email receipt/confirmation <input type="checkbox"/> Invoice emailed <input type="checkbox"/> Payment options email <input type="checkbox"/> Added to email list <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

FALL 2021 COURSE CATALOG

CONTINUING EDUCATION & PROFESSIONAL DEVELOPMENT



Workforce Development | Corporate, Community & Continuing Education

504.671.6474 noncredit@dcc.edu dcc.edu/go/continuing-ed

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