

GREEN RIVER COLLEGE

# CONTINUING EDUCATION

schedule

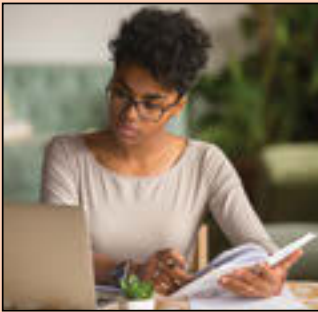
FALL 2024

Check out our Person  
Enrichment classes.



## HR Classes

Pages 7 – 8




## Microsoft Classes

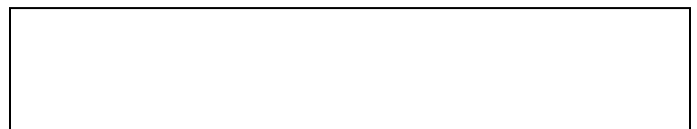
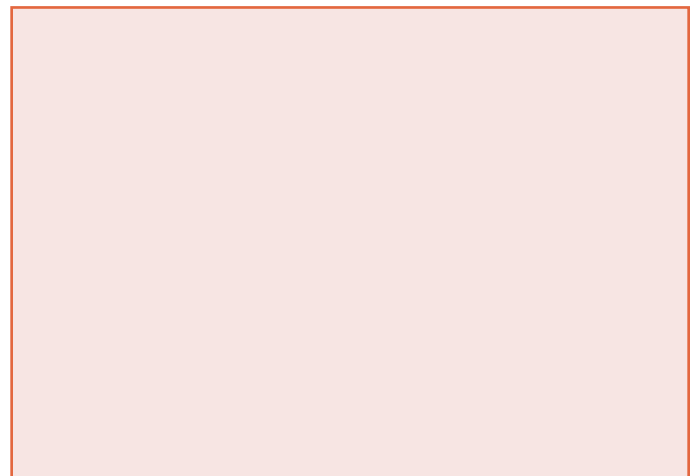
## Stay Relevant with Continuing Education!

Continuing Education non-credit courses are for professional Continuing Education, job training and personal enrichment. These are self-supporting courses, not supported by tax funds. Classes are held at a variety of locations. Continuing Education Units (CEUs) are available for most classes. Every effort was made to print an accurate schedule. However due to the ongoing situation with COVID-19 our classes may have changed since printing this schedule. We encourage you to visit our website for the most current information. [Greenriver.edu/ce](http://Greenriver.edu/ce).

### EASWAYS TO REGISTER

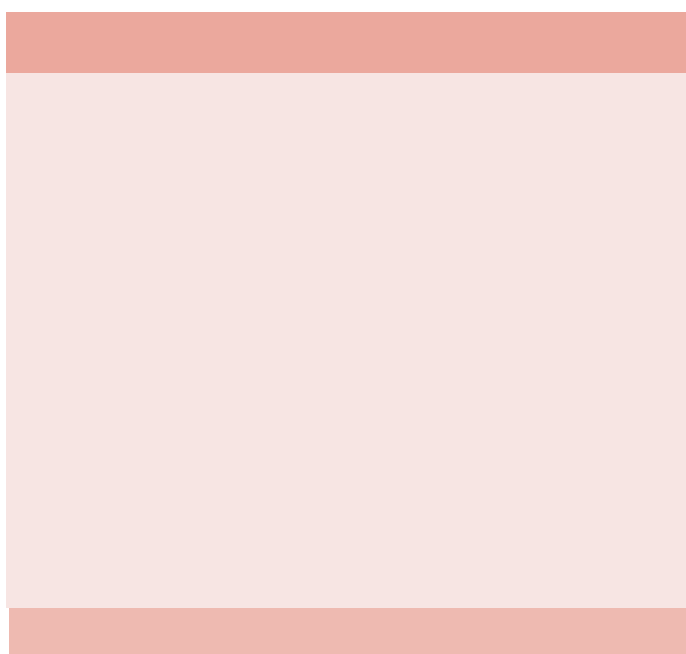
 REGISTER AND PAY ONLINE  
[greenriver.edu/ce](http://greenriver.edu/ce)

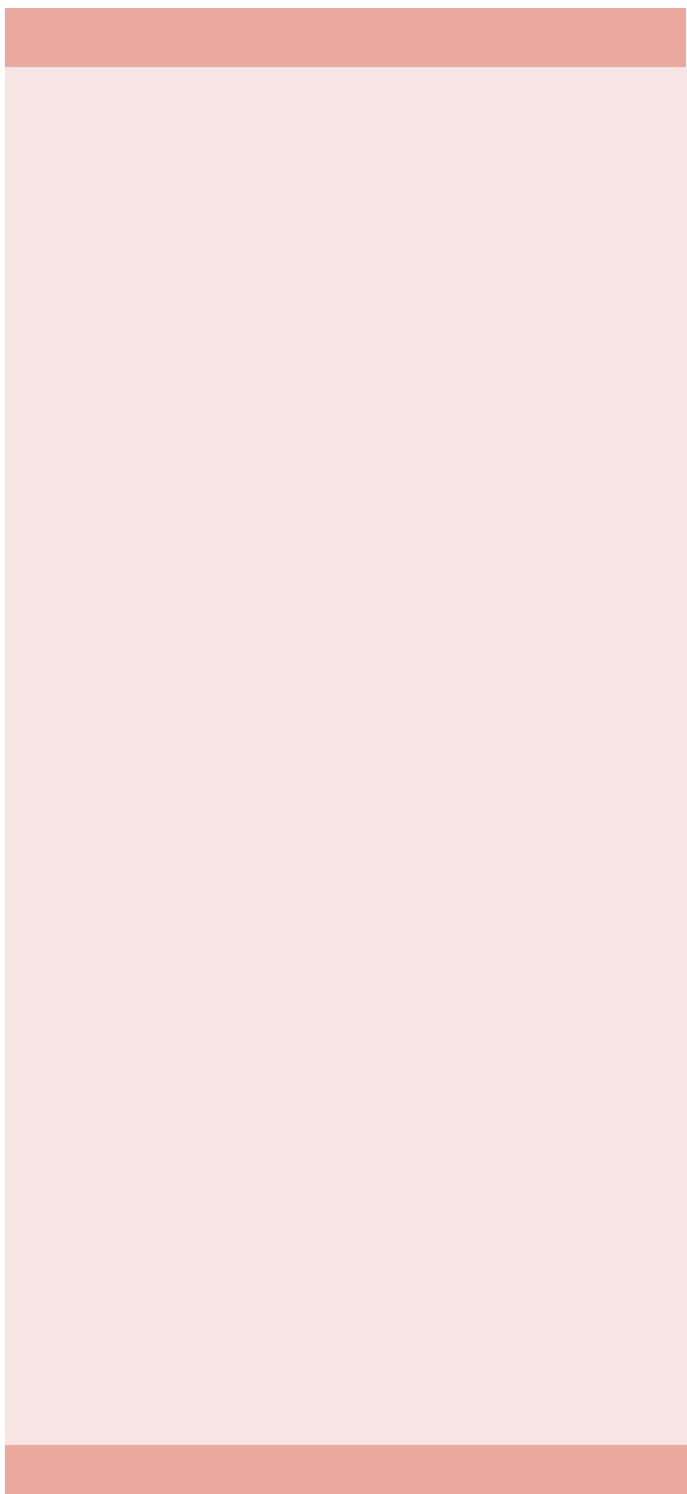
 PHONE

























## Instructor Bio

### Jim Parshall

Jim Parshall has been teaching computer related topics professionally for over 25 years. His career in the computer industry began with Microsoft as one of the early Microsoft Certified Trainers specializing in both database systems and large scale architecture. Since then he has taught and worked in a wide variety of disciplines from cybersecurity to database tuning and performance, service and microservice architecture to programming and documentation. Jim has worked contracts for a wide variety of companies throughout his career as well as owned his own training company in Bellevue, WA, and a gaming store and mangakissa in the U-District of Seattle. He enjoys driving, both on-road racing and off-road overlanding, flying, hiking, math and physics and literature and mythology.

## SQL Programming Level 2

Learn to streamline and extract relevant information and execute more advanced SQL features. Topics include implementing complex queries; utilizing sub queries and derived tables; designing views and inline functions; building stored procedures, user-defined functions, and triggers; implementing transactions, error handling and dynamic SQL; identifying locking and isolation levels; and creating indexes. Prerequisites: SQL Programming Level 1. Recommended Textbook (available from Amazon): Beginning SQL Server for Developers, 4th Edition, ISBN: 978-1484202814. For more information, please refer to our website. This is the third required course in the SQL Server Certificate (4 Class Series) and the Data Analyst Certificate Part 1: SQL Server (4 Class Series). The SQL Server Certificate is a prerequisite for the Data Analyst Certificate. Note: Please bring a USB flash drive (minimum 2 GB) to class, so you can save your work. Fee: \$309

Item: 37913 Jim Parshall Online Zoom  
Sessions: 3 Tu Oct 29 – Nov 12 6 – 9M

## SQL Server Certificate Capstone

Demonstrate your SQL Server knowledge in this Capstone course. Use SQL Server Management Studio (SSMS) to build a database schema based on a “real-world” scenario. Then, develop a database solution that supports your proposed plan. Next, implement the solution, and test the results using SQL queries. Finally, you will submit your database .bak file to the instructor for review to ensure all fundamental SQL techniques are understood and implemented. Prerequisites: Relational Database Concepts and Design, SQL Programming Level 1 and SQL Programming Level 2. Recommended Textbook (Available from Amazon or any other online retailer): Beginning SQL Server for Developers, 4th Edition, ISBN: 978-1484202814. For more information, please refer to our website. This is the fourth required course in the SQL Server Certificate (4 Class Series) and the Data Analyst Certificate Part 1: SQL Server (4 Class Series). Note: Please bring a USB flash drive (minimum 2 GB) to class so you can save your work. Fee: \$249

Item: 37914 Jim Parshall Online Zoom  
Sessions: 3 Tu, Th Nov 14 – Nov 21 6M-9

## Microsoft Excel 2021/Office 365 Certificate Series

Capture the power of Excel 2021 by taking the Excel Series. Series includes Levels 1, 2 and 3 at a discounted rate. Prerequisite: Basic computer skills including Microsoft Windows proficiency. Textbooks included. Fee: \$369

The Microsoft Excel 2019 Series includes:

- Microsoft Excel 2021/Office 365 Level 1
- Microsoft Excel 2021/Office 365 Level 2
- Microsoft Excel 2021/Office 365 Level 3

Prerequisites: Microsoft Windows proficiency and successful completion of Computer Fundamentals with Windows 10 and/or basic computer skills including the use of: program controls, start menu, task bar, applications, basic word processing, email, file management and internet searches.

Item: 37929 Gayle Larson Kent Campus KC 255  
Sessions: 6 Tu, Th Nov 5 – Nov 21 5:30M-9

## Instructor Bio

### Gayle Larson

Gayle has been instructing the home and office user how to effectively use their computers and software since 1993, and training businesses for over a decade, demonstrating an ability to train and interact with all levels of an organization.

Gayle also consults and works with companies and users to utilize programs such as Microsoft Word and Excel for optimum results, targeting the features and methods that best suit the need. Solution-based training has included customizing Excel spreadsheets, tailoring features, linking worksheet data to automatically update, keyboard shortcuts, personalizing menus and toolbars, customizing workspace, sharing MS Office data, and using Excel as a database, to name a few.

Gayle has been an instructor with Community College Continuing Education since 1997 and has taught all levels of Microsoft Windows, Word, Excel, Outlook, Publisher and PowerPoint, along with other software, such as QuickBooks, and uses many other programs extensively. Her wide-range of experience has prepared her for assisting users with creative solutions.

## Microsoft Excel 2021/ Office 365 Level 1

Excel can help you organize, calculate, analyze, revise, update and present your data. Learn the basic concepts and skills needed to start being productive with Excel 2019. Topics include creating and saving worksheets; entering, moving and manipulating data; using formulas and functions; formatting text, numbers and cells; creating charts; data entry shortcuts; and managing, printing and sharing workbooks.

Prerequisites: Microsoft Windows proficiency and successful completion of Computer Fundamentals with Windows 10 and/or basic computer skills including the use of: program controls, start menu, task bar, applications, basic word processing, email, file management and internet searches.

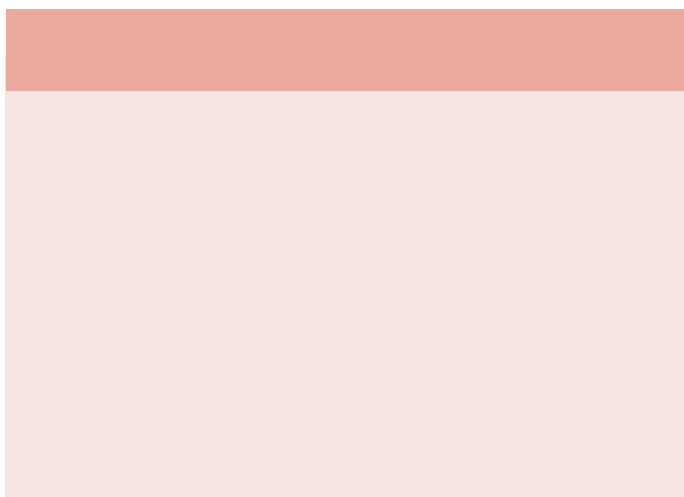
For more information, please refer to our course outline.

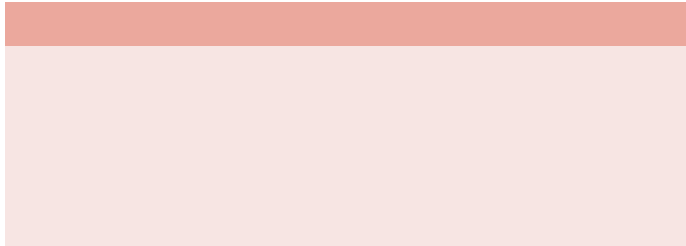
This class is also part of the Microsoft Excel 2021 Series, which includes Levels 1, 2 and 3 at a discounted rate.

Excel Level 1 training is also available through the Microsoft Office 2019

## Microsoft Excel 2021/ Office 365 Level 2

You already know how to use Excel to perform simple calculations and tasks, but Excel is capable of doing so much more. Build upon your foundational knowledge of Excel by learning more advanced tools for analysis and







## ed2go Fundamentals

Gain skills for professional and personal development



### INSTRUCTOR-LED COURSES

Courses are fun, convenient and highly interactive. They include lessons, quizzes, hands-on assignments and more.

Courses may be completed 24/7 from any location with internet access.

Program Features:  
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## Personal Interest

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## Jewelry Making 101

This comprehensive 2-week course is designed to introduce beginners to the art of jewelry making. Through a series of hands-on lessons, participants will learn the fundamental techniques and skills necessary to create their own beautiful jewelry pieces such as earrings, necklaces and bracelets. Please see attached questionnaire completed by the instructor. Fee: \$89

Item: 38790      Angela Walker      Cedar Hall      CH 201  
Sessions: W      Sep 25 – Oct 2      6-8

### Instructor Questionnaire: Angela Walker

Your Name: Angela Walker

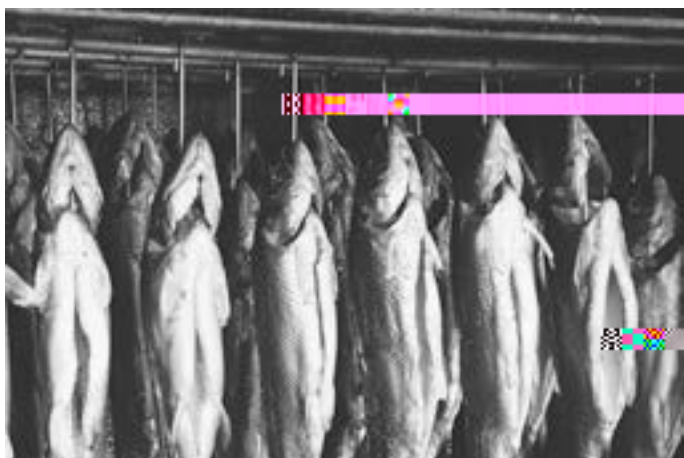
What Class do you teach? Jewelry Making for Beginners

What are the 3 most important things a student will learn? The three most important things a student will learn is to make earrings, necklace and bracelet with many different jewelry pliers.

Who should take this class? The people who should take this class is someone that doesn't know how to make jewelry and want to learn some basic techniques on how to make jewelry.

Why do you want to teach this? I want to teach people hoe to use their





Fish Smoking





### Medicare Made Clear

Learn about the different Medicare options in this seminar. We will discuss Medicare Part A & B as well as Medicare advantage health plans, prescription drug health plans, supplemental insurance and more!

Item: 38534	Joyce Joneschiet	Zoom
Sessions: 1 W	Oct 9	6:30 – 8:30M
Item: 38535	Joyce Joneschiet	Zoom
Sessions: 1 W	Oct 23	6:30 – 8:30M
Item: 38536	Joyce Joneschiet	Zoom
Sessions: 1 W	Nov 6	6:30 – 8:30M
Item: 38537	Joyce Joneschiet	Zoom
Sessions: 1 W	Nov 20	6:30 – 8:30M
Item: 38538	Joyce Joneschiet	Zoom
Sessions: 1 W	Dec 4	6:30 – 8:30M

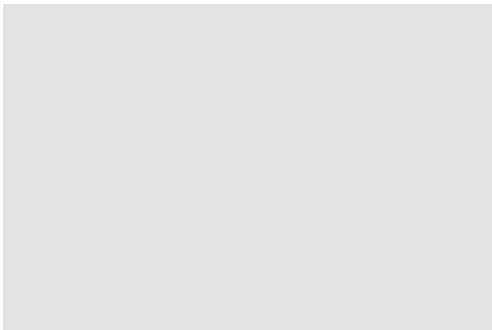
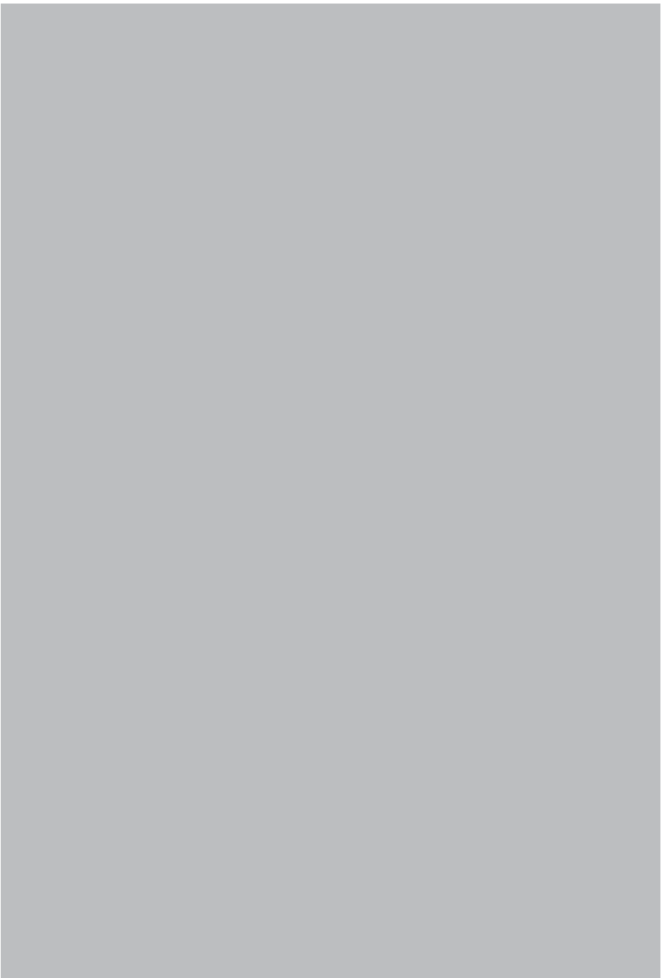
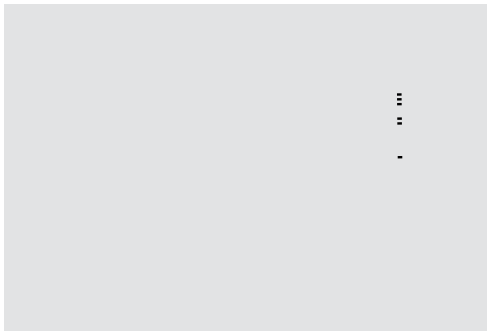
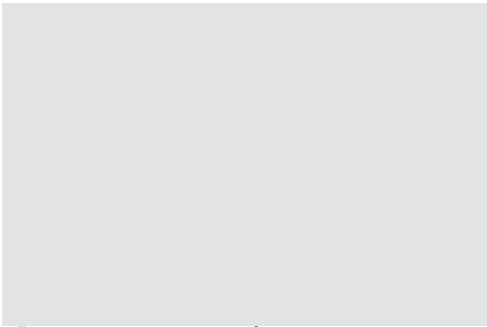
### Personal Online Security

Personal Cyber Security is a brief beginner-friendly course to help you take steps in protecting yourself while using the internet, mobile devices, and wifi. This course will cover common attacks that individuals in the local community have experienced, teach users how to react under pressure, and go over a brief survey of tools to help keep their devices and information secure. This course is taught by a CompTIA Security + certified instructor. Fee: \$10

Item: 38213		Arranged	
Sessions: 1 Tu	Oct 29	10AM – 12PM	
Item: 38215		WTRC	WT 16
Sessions: 1 Sa	Nov 16	10AM – 12PM	
Item: 38225		TBA	
Sessions: 1 Tu	Dec 3	10AM – 12PM	









### Main Auburn Campus

Continuing Education (WT Building)  
12401 SE 32<sup>nd</sup> St., Auburn, WA 98092  
253-333-6030

### Auburn Center

1221 D Street NE, Auburn, WA 98002  
253-288-3455

### Enumclaw Campus

1414 Griffin Avenue, Enumclaw, WA 98022  
253-2883400

### Kent Campus

417 Ramsay Way, Suite 112, Kent, WA 98032  
253-5206290

### Off-Campus Locations

Blue Dog Glass Art	29304 16 <sup>th</sup> Ave. SE, Kent
Covington City Hall	16720 SE 27 <sup>th</sup> St, Covington
Covington Library	27100 164th Ave. SE, Covington
Kentwood High School	25800 164th Ave. SE, Covington
Master Carving School	10722 15 <sup>th</sup> Ave. SE, Renton
NorthWest Handling	1100 SW 7 <sup>th</sup> St, Renton
Tahoma Learning Center	27500 228th Ave. SE, Maple Valley
Renton Technical College	3000 NE 4th St., Renton

Administration Building	AD
Bleha Center for Performing Arts	PA
Campus Corner Apartments	
Student Housing	





CONTINUING EDUCATION  
12401 SE 320<sup>TH</sup> STREET  
AUBURN, WA 98092-3622

Non-Profit Org.  
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See page 18 for Personal Interest classes.

Register at [ce@greenriver.edu](mailto:ce@greenriver.edu)