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COLLEGE

CYBERSECURITY CLASSES

Opportunity for Veterans!

Exciting news for veterans! Green River Continuing Education is now offering our industry-leading CompTIA A+ and IT Fundamentals online courses completely free of charge - a fantastic opportunity to enhance your skillset and advance your career. And that's not all - additional courses are available at an incredible 75% discount. *

Don't wait, enroll today and take the first step towards a brighter future with Green River Continuing Education and our partnership with Spokane Community College.

*For one course only.

Contact: cybersecurityce@greenriver.edu

greenriver.edu/CE

Project Management Classes

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Cybersecurity and Technology Classes

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Graphic Design Classes

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Personal Interest Classes

Page 19-23

Classes for over 55

Page 25-26

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. We encourage you to visit our website for the most current information. Greenriver.edu/ce.

ENROLLING SOON

For Youth Grades 3 – 12

Discovery Academy is a youth development program providing quality educational opportunities that highlight the strengths of Green River College and their partner in community education, Highline College.

The Discovery Academy has the potential to engage future students at an early and pivotal time in educational development, and build a relationship with both individuals, and their community.



Professional Development



Forklift

This course is designed to train operators for certification in sit-down, counter-balanced forklift trucks--light, medium and heavy duty. You will complete written and hands-on testing to meet OSHA, WISHA and L&I requirements. Class meets Department of Labor certification standards. Fee: \$199

Item: 35803	Maggie Crutcher	Trades & Tech.	TTA109
Sessions: 1 Sa	Apr 19	9AM – 5PM	
Item: 35804	Maggie Crutcher	Trades & Tech.	TTA109
Sessions: 1 Sa	May 17	9AM – 5PM	
Item: 35810	Maggie Crutcher	Trades & Tech.	TTA109
Sessions: 1 Sa	Jun 14	9AM – 5PM	

This mandatory 54-hour training course is required for those wishing to become licensed as a Washington State Adult Family Home owner. Additional AFH Administrator training requirements include the ability to pass an English and reading exam. All training material is provided in class.

This is a non-credit class, which means that you do not need to be a Green River College student to enroll. You will receive a certificate after successful completion of the course. This certificate for the Adult Family Home Administrator Training currently does not expire. Please see our website for more details and to register. Fee: \$779

Item: 35930	E. Galasso, V. Mwangi	Virtual
Sessions 11 Tu, F, Sa	Apr 29 – May 23	8AM – 4:15PM

Mandatory Zoom & Canvas Training, Tuesday April 29, 6 – 7
 Remaining Tuesdays are homework help 6 – 7
 Mandatory class sessions, Fridays & Saturdays 8:45AM – 4:15PM starting Friday, May 2, 2025.

Item: 29243	E. Galasso, V. Mwangi	Virtual
Sessions: 11 Tu, F, Sa	Jun 3 – Jun 27	6 – 7PM

Mandatory Zoom & Canvas training Tuesday June 3, 6 – 7
 Remaining Tuesdays are homework help 6 – 7
 Mandatory class sessions, Fridays & Saturdays 8AM – 4:15PM starting Friday, June 6, 2025.



HR Generalist Certificate



Program Overview
 Human Resource Leaders transform the workplace. As an HR Generalist you will be in a position to affect the organization you work for.

Benefits:

- Increased career opportunities. Earn valuable industry-recognized certifications that open doors to new jobs and promotions.

8 Class Series

HR Generalist Certificate

Take the HR Generalist Certificate (8 Class Series) at a discounted rate. Series includes Introduction to HR, Federal and State Employment Laws, Recruitment and Selection, Compensation and Benefits, Employee and Labor Relations, Training and Development, HR Administration and Health, Safety and Security. Visit greenriver.edu/ce for recommended textbook. Fee: \$599

Item: 33090 C. Malone, M. Henning Virtual
Sessions: 12 Tu, Th Apr 10 – May 20 6 – 9M

Compensation and Benefits

Compensation and benefit programs are key factors in attracting and retaining the right talent for your organization. They are also one of the highest costs of doing business and offer an opportunity for HR to make a valuable contribution to the organization's bottom line. Learn about the different types with such

Introduction to HR

In this introductory course discover how HR functions within an organization, and learn about the specific role of the HR Generalist. Identify the typical duties HR Generalists are responsible for and how they can have a positive influence on an organization. You will also evaluate common scenarios HR professionals deal with and define the characteristics of successful HR Generalists. Fee: \$69

Item: 33057 Virtual
Sessions: 1 Th Apr 10 6 – 9M

Federal and State Employment Laws

Legal compliance is a critical task for Human Resources. Learn the basics of the federal and state employment laws that HR Generalists most often deal with, including Title VII, ADA, ADEA, FLSA, FMLA, OSHA and more. You will also identify the steps HR Generalists can take to keep themselves and their organizations out of trouble. Other topics include identifying and preventing sexual harassment and the difference between compliance and risk management approaches to employment laws. Fee: \$139

Item: 33058 Virtual
Sessions: 2 Tu, Th Apr 15 – Apr 17 6 – 9M

Recruitment and Selection

Recruiting and selecting the best employees for your organization is one of the most important things you will do as an HR Generalist. Topics for this course include creating a job description; strategies for finding candidates; interviewing and selection techniques for determining the best candidate for the job; and keeping the hiring process fair and legal. Fee: \$139

Item: 33059 Virtual
Sessions: 2 Tu, Th Apr 22 – Apr 24 6 – 9M

Instructor Bio

Claudia Malone

Claudia Malone, SPHR, has a BA in Psychology from the University of Rhode Island and over 25 years broad generalist experience in human resources, with such diverse organizations as PACCAR Inc, Davol (a division of C. R. Bard), and Triad Associates (a land-development consulting business). She is currently an HR Consultant with a non-profit in Seattle, as well as an independent HR consultant and trainer.

Health, Safety, and Security

OSHA and other laws require an employer to provide a safe and healthy working environment for their employees. In this course you will review both general and specific requirements and best practices for ensuring a safe and healthy workplace. You will also learn about the roles of OSHA and WISHA, how to manage L&I claims and gain tips on preparing for and dealing with violence in the workplace. Fee: \$69

Item: 33321

Virtual

Sessions: 1 Tu May 20

6 – 9PM



Leadership and Supervision Certificate

Getting the Most From Your Meetings

Discover why some meetings fail and learn proven techniques for making meetings more productive. Gain tips related to the four essentials of productive meetings: planning, participating, presenting, and producing. Other topics include meeting formats and when to vary them, responding to conflict in a meeting

Paralegal Certificate Part 3: Advanced Research, Writing and Trial Preparation

Take your paralegal skills to the next level as you perform more advanced tasks. You will analyze a criminal case for appealable errors, conduct research utilizing LexisNexis and apply your findings as you write a (faux) appeal brief to the WA State Supreme Court. Other topics: learn how to Shepard cases, move through motion practice, track pleading indexes, witnesses, depositions, etc., locate and decipher court rules and prepare for trial. This is the final course in the Paralegal Certificate. See website for prerequisite. Fee: \$499

Item: 32870 Anthony Piedra Virtual
 Sessions: 9 Tu, Th May 6 – May 29 6 – 9PM
 Note: One class session is on Saturday, May 17, 9AM

Project Management Certificate Information Session

Join us for a free information session, where our project management instructor will discuss the project management industry, the project management profession and Green River's Project Management Certificate program. Registration required.

Fee: \$0
 Item: 32606 Daniel Yeomans Virtual
 Sessions: 1 W Apr 9 6 – 7PM

3 Class Series

Project Management Certificate Part A



Project Management Certificate

Program Overview

Project Managers lead projects, manage team members, and drive projects toward results. Project managers work across teams to motivate people throughout all stages of a project. They manage milestones and outcomes of projects.

Benefits:

- Increased career opportunities. Earn valuable industry-relevant certifications that open doors to new jobs and promotions
- Enhanced knowledge and skills. Gain in-depth understanding of critical Project Management concepts, preparing you for real-world challenges.
- Confidence and competitiveness. Stand out from the crowd with demonstrable expertise and qualifications.
- Professional development, good for stacking industry credentials
- Demonstrate your commitment to excellence by getting a certification.

Who Should Attend:

- Project Management professionals seeking to expand their skillset and advance their careers.
- Job seekers looking for a career path into an organization.
- Tech professionals who need to develop project management skills.
- People in organizations who need additional skills to manage projects.
- College graduates looking for a tangible skill for their resume.

Employment Outlook:

To view the current outlook at the U.S. Bureau of Labor Statistics go to: <https://www.bls.gov>



Green River College has been reviewed and approved as a provider of project management training by the Project Management Institute (PMI®)

The PMI Registered Education Provider logo is a registered mark of the Project Management Institute, Inc.

Visit greenriver.edu/ce Certificates for course details.



Cybersecurity

Benefits

- Increased career opportunities. Earn valuable industry-recognized certifications that open doors to new jobs and promotions.
- Enhanced knowledge and skills. Gain in-depth understanding of critical IT concepts, preparing you for real-world challenges.
- Confidence and competitiveness. Stand out from the crowd with demonstrable expertise and qualifications.
- Professional development, good for stacking industry credentials
- Short-term training means getting to work faster, as opposed to waiting to complete an entire degree.
- Target the skills you want to gain, so there is no lost time or money.

Who Should Attend

- IT professionals seeking to expand their skillset and advance their careers with short-term training.
- Open to anyone interested in joining the IT field.
- Anyone who wants to enhance their cybersecurity awareness and personal online safety.
- Adults who already have a degree and want to add new skills to their resume.
- People who are in the cybersecurity field that need to update or upgrade their credentials.
- Career changers who want a new career.

Employment Outlook

To view the current outlook at the U.S. Bureau of Labor Statistics go to: <https://www.bls.gov>

CompTIA IT Fundamentals and Exam Preparation

Jumpstart your IT career with CompTIA IT Fundamentals! This exciting introductory course offers a deep dive into essential IT concepts like hardware, software, networking, cybersecurity, troubleshooting, and emerging technologies. Get ready to ace the CompTIA IT Fundamentals exam and unlock opportunities for advanced certifications, including CompTIA A+. Gain the confidence to land entry-level roles in sales, customer support, account management, and more. Our dynamic online, instructor-led course features the latest curriculum, an e-book, and an exam voucher. Currently offered at a 75% discount, with additional costs covered by grant funding. Fee: \$350

Item: 32825

Devante Woods

Recognizing the critical need for stronger cybersecurity, our state has awarded Green River College a grant to address this challenge.

Through our Continuing Education Department, we offer certification programs typically valued at \$2,000 for just \$350, bridging the gap in cybersecurity talent. This initiative also focuses on community education and creating pathways for high school students to enter the cybersecurity field, empowering the next generation to protect and secure our digital future.



Take the Data Analyst Certificate Part 3: Exploratory Data Analysis (3 Class Series) at a discounted rate. Series includes Data Mining, Data Visualization, and the Data Analyst Certificate Capstone. For program details, including prerequisites and required textbooks, visit greenriver.edu/ceCertificates. Fee: \$789

Item: 32863 Jim Parshall Virtual
Sessions: 12 Tu, Th Apr 8 – May 15 6 – 9PM

Data Mining

Microsoft Excel 2021/Office 365 Level 3

Put the full power of Excel right at your fingertips, and get the answers you need from the vast amounts of data your organization generates. Topics include lookup and decision-making functions; auditing and error-handling; array functions; special functions such as date, time, and text functions; importing and exporting; what-if-analysis; automating repetitive tasks by recording and running macros; and forms.

This class is also part of the Microsoft Excel 2021/Office 365 Series, which includes Levels 1, 2 and 3 at a discounted rate.

Fee: \$149

Item: 32857 Gayle Larson Kent Campus KC 255
 Sessions: 2 Tu, Th Jun 3 – Jun 5 5:30 – 9M

Microsoft Office 2021/365 Essentials Certificate

Discover the value of Microsoft Office 2021/365 in this four-session program. You will gain hands-on experience using Word for word processing, Outlook for email, PowerPoint for presentations, and Excel for spreadsheets. Fee: \$429

Item: 32826 Gayle Larson Kent Campus KC 255
 Sessions: 8 Tu, Th Apr 6 – Jun 20 5:30 – 9M



UGotClass Online Certificate Details

HOW IT WORKS: After you register, you will receive an email from UGotClass with a web address to access your online classroom. Once inside the online classroom, here's what you can expect: Participate When You Want. The online classroom is open 24 hours a day, seven days a week. There are no live real-time requirements or meetings.

WHAT YOU WILL DO: For each unit of the course, you will: Access the online readings, Listen to the audio presentation and view the slides, Take a self-quiz to see how much you have learned, Engage in written online discussion with your instructor and other participants. Your instructor will log into the discussion area at least once a day and answer questions, make comments, and respond to comments by you and the other participants.

COMPLETION REQUIREMENTS: 1. Make at least one thoughtful comment, beyond I agree, every week in the discussion. 2. Take the self-quiz at the end of every unit and score 80% or higher—these can be retaken to pass.

COMPLETION TIMELINE: The requirements should be completed by the last day of the course. Individual instructors may extend the deadline upon request. If, for any reason, you are not able to complete the requirements during the course, UGotClass will provide you with their Course Transfer Option. The course Transfer Option allows you to retake any or all of the same UGotClass online course at a future offering within the next 12 months at no extra cost.

RECOGNITION: A pdf Certificate of Completion is issued by Learning Resources Network, Inc. and will list Green River College as its partner organization.

HELP: Once the program has started, please direct all questions to info@ugotclass.org.



UGotClass Online Certificates

Leading Virtual Teams New!

Discover the keys to communicating with and leading remote workers, one of the fastest growing sectors of the workforce. Some 80% of employers are keeping some or many of their employees working from home part of the week. People working from home are 25% more productive than those who work in an office. Working from home is here to stay. Tap into the experience of a CEO who has been managing remote workers for 25 years. This certificate is offered through our partner, Learning Resources Network, Inc. (aka UGotClass). Fee: \$395

Item: 33213 Apr 7 – May 30 Online



UGotClass Online Certificates

Management Certificate

Discover the keys for effectively managing your employees. In this online program, find out how to create clear expectations, engage and motivate employees and increase your effectiveness through use of the DiSC personality profile (included). This certificate is offered through our partner, Learning Resources Network, Inc. (aka UGotClass). Fee: \$595

Item: 33079 Apr 7 – Jun 27 Online



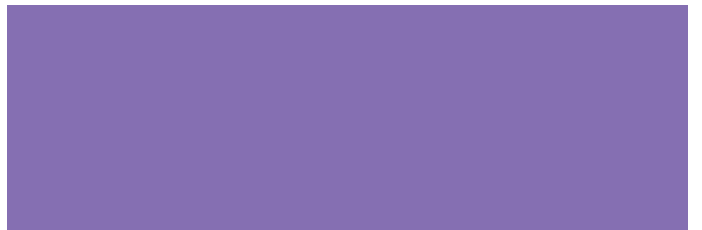
UGotClass Online Certificates

Digital Marketing Certificate

Utilizing effective eMarketing techniques is essential for today's businesses; In this online certificate program, learn how to improve email promotions and analyze email response rates; boost and analyze your website traffic; use search engine optimization to improve visibility; and successfully employ online advertising. This program is relevant for any type of organization, including businesses, non-profits, and government agencies. This certificate will take you through three, month-long courses: 1. Improving Email Promotions; 2. Boosting Your Website Traffic; 3. Online Advertising. This



*Use your phone to scan
the QR code and take
the survey.*



ed2go Fundamentals

Gain skills for
professional and
personal development

INSTRUCTOR-LED COURSES





Korean Language & Culture (Intermediate)

Join our engaging Korean language and culture courses designed for intermediate adult learners. Intermediate students will expand vocabulary, improve conversation skills, and delve deeper into cultural nuances. Interactive activities such as role-playing, calligraphy, and traditional crafts make learning immersive and fun. This courses also include cultural workshops focusing on Korean traditions, art, and history to enrich your understanding of the language and society. Perfect for travel, work, or personal interest! Fee: \$169

Item: 37265 Emily Won Highline College Bldg10 – Rm102
Sessions: 8 Apr 10 – May 29

Spanish 1

This language course emphasizes conversation but also includes reading, writing, speaking and understanding the language. Course is geared toward the adult student seeking control of a language for practical application such as travel. Cultural, historical, and social points of interest are also presented to provide a well-rounded, informative language program. Fee: \$165

Item: 29321 Arthur Morris West Building WB 108
Sessions: 8 M Apr 14 – Jun 9 6:30 – 8:30M

Spanish 2

Spanish II builds the knowledge gained in Spanish I. There will be an emphasis on conversation and the class will also include reading, writing, speaking, and gaining proficiency of the Spanish language. This course is intended to expand on previous knowledge for practical application such as traveling. Cultural, historical, and social points of interest are also presented to provide a well-rounded, informative language program. Fee: \$165

Item: 29330 Arthur Morris West Building WB 108
Sessions: 8 W

ENUMCLAW CAMPUS
 1414 GRIFFIN AVENUE
 ENUMCLAW, WA 98022
 PHONE: 253-288-3400

Computer Fundamentals with Windows 10

Develop the skills you need to effectively use a computer. Start by exploring Windows 10, and discover the tools that aid your productivity, such as program controls, the Start menu, the taskbar, apps, basic word processing and email. Then, learn about file management, including how to create and save files and folders. Finally, get best practices for conducting Internet searches effectively while protecting yourself against threats. Some elements requiring a Microsoft account may be demonstrated but not practiced. Textbook included. Fee: \$269

Item: 32824 Gayle Larson Enumclaw ENM 13
 Sessions: 2 Th, F Apr 3 – Apr 4 8am – 4M

Introduction to Hiking in the Pacific NW

Learn how to get started in this incredible life-long activity. We have tremendous hiking opportunities year around, both locally and regionally in the Northwest. In this session you will learn about how to dress for success on the trails including footwear options. We'll cover what essential accessories you need, and how to be prepared for all kinds of conditions. Finally, we'll cover where to go for both day trips and regional get-a-way adventures. Class will include a resource notebook loaded with info about where and when to go. Instructor has organized and led hiking expeditions in the NW for over 30 years. Fee: \$49

Item: 32763 John Fiskum Enumclaw ENM 4
 Sessions: 1 W May 21 6:30 – 8:30M

Trout Fishing 101: Conventional Tackle

Trout fishing is a great life-long activity that can be enjoyed with friends and family. We will examine and recommend Spinning tackle rods, reels, line, lures, and baits to entice trout both locally and regionally. Class will include a resource guide loaded with information about how to rig up, hot tactics and where to go. Fee: \$49

Item: 31942 John Fiskum Enumclaw ENM 4
 Sessions: 1 W Apr 23 6:30 – 8:30M

Instructor Bio

Roger Young

Roger Young took up photography as a hobby in 1975, sold his first photo in 1977, and shot his first wedding in 1983. He has taken photography courses at Montana State University the University of Great Falls and Green River Community College.

Roger specializes in portrait, wedding, real estate, hobby, landscape, and nature photography and has won several awards in Photography including at the Washington State Fair. Roger also had a private show at the Enumclaw City Hall in 2012.

He has judged several photography contests including the 2013 Washington State Fair (International Photographers Exhibit), and the 2013 Puyallup Spring Fair. Roger is also the Technical Director of the Rainier Hills Photography club in Buckley/Bonney Lake, WA.

Digital Photography 1

Move beyond the auto mode of your digital camera and take great photos in any situation! Through this basic hands-on course, you will explore modern photography in simple, real-world terms. You will learn about exposure, shutter speed, focus, flash, aperture, depth of field, ISO, and much more.

Please bring a digital camera with full manual control and a complete owner's manual. Recommended Supplies: Digital camera, with user guide, that is capable of full manual control. Fee: \$179

Item: 36974 Roger Young Enumclaw ENM 15
 Sessions: 6 W Apr 9 – May 14 6:30 – 9M

Digital Photography 2

Learn to work with RAW images, advanced camera controls, when to use manual controls, shooting for HDR, retouching images and composition. Three outdoor shooting labs included. Fee: \$179

Item: 36981 Roger Young Enumclaw ENM 15
 Sessions: 6 W May 28 – Jul 22 6:30 – 9M



Rise and Fall of Syria

Over twelve years ago Syrians rebelled against the tyrannical Syrian dictatorship of Bashar al-Assad. They demonstrated peacefully, only to be mowed down with machine gun fire and the bombing of their cities. Come join us and understand the changes that have altered the power structure in the Middle East

Apr 8 (10am – 12pm)
Auburn Center – AC 160

Richard Elfers

Members Fee: \$29 (30014)
Non-Members Fee: \$39 (30018)

First 100 Days

Since FDR, a president's first hundred days have been used as a standard for a president's second presidency. Having heard Trump's promises for his second term, how successful has he been? Join us as we compare his promises with the political reality. What are the effects of Trump's changes and what does it foretell for the rest of his term and for the nation and for the world?

May 6 (10am – 12pm)
Auburn Center, AC 160

Richard Elfers

Members Fee: \$29 (30020)
Non-Members Fee: \$39 (30021)

Failed South Korean Coup

After World War II Korea was divided into two parts. The north was led by a communist dictator, the south was illegitimate. Hyee: \$29 (30020) unclrest of his term and for pg (encolumnrunotwo)lo (ennewspapers. Hy)orTorg (enSociety)55. 10. are

TRAIN YOUR EMPLOYEES AND
STAY COMPETITIVE



E X P A N D

GREEN RIVER COLLEGE
SMALL BUSINESS CENTER

A skilled workforce is a key factor to business success.

Upgrade the skills of your current team or train new employees with our Corporate Training program. No business is too large or too small. We will customize training to your needs.

- » Business Skills
- » Information Technology
- » Cybersecurity
- » Workplace Skills
- » Organization Performance

Training can be delivered at your business location or at one of the following locations: Auburn Campus, Kent Campus, Auburn Center or Enumclaw Campus.

**ARRANGE A NO-COST
TRAINING CONSULTATION TODAY**

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