

Delta Center for Economic Development

Fall 2014 Schedule

www.astate.edu/deltaced

Arkansas State University



Course Name	Dates	Day	Time	Location	Tuition	
Professional Development						
Conquering Your Fear of Public Speaking	9/17, 9/24, 10/1/2014	WED	1-4:00 p.m.	DCED	\$ 238.00	
Practical Time Management	9/24/2014	WED	1-4:00 p.m.	DCED	\$ 89.00	
Making Change Happen	10/1, 10/8/2014	WED	1-4:00 p.m.	DCED	\$ 179.00	
Persuasive Communication	10/8, 10/13/2014	WED, MON	9 a.m. - 12 p.m.	DCED	\$ 179.00	
Techniques for Successful Project Management	10/15/2014	WED	9 a.m.-4:00 p.m.	DCED	\$ 179.00	
Managing Conflict	10/22, 10/29/2014	WED	1-4:00 p.m.	DCED	\$ 179.00	
Business Writing That Works	10/27, 10/29/2014	MON, WED	1-4:00 p.m.	DCED	\$ 159.00	
Developing a Culture of Mentorship	11/12/2014	WED	1-4:00 p.m.	DCED	\$ 89.00	
Effective Communication Strategies	12/1, 12/8, 12/15/2014	MON	1-4:00 p.m.	DCED	\$ 238.00	
Advanced Excel for Accountants	11/11, 11/13/2014	TUES, THURS	TBA	DCED	\$ 159.00	
CPE for Accounting Professionals	11/5/2014	WED	1- 5:00 p.m.	DCED	\$ 89.00	
<i>* WTC members are eligible for special pricing for the Certificate in Supervision</i>						
Certificate in Supervision					<i>Cost for the complete Course (Certificate) \$</i>	949.00
Personal Styles	9/18/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Effective Communication	9/25/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Healthy Workplace Relationships	10/2/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Leadership Skills	10/9/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
The Winning Coach	10/16/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Performance Management	10/23/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Managing Time, Priorities, and Projects	10/30/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Leading Successful Teams	11/6/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Decision Making and Problem Solving	11/13/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Resolving Conflicts and Aligning Values	11/20/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Motivation and Engagement	12/4/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	
Innovation and Continuous Improvement	12/11/2014	THURS	1-4:00 p.m.	DCED	\$ 89.00	

Call (870) 680-4383 to register or get more information. Visit our website at www.astate.edu/deltaced

Course Name	Dates	Day	Time	Location	Tuition
Essential Skills for Team Leaders					<i>Cost for the complete Course (Certificate)</i> \$ 499.00
Interpersonal Skills, Part 1	9/16/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
Interpersonal Skills, Part 2	9/23/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
Team Dynamics, Part 1	9/30/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
Team Dynamics, Part 2	10/7/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
High Performance Team Skills, Part 1	10/14/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
High Performance Team Skills, Part 2	10/21/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
Essential Skills for Team Members					<i>Cost for the complete Course (Certificate)</i> \$ 329.00
Working in Teams	11/4/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
Making a Decision as a Team	11/11/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
Managing Projects as a Team	11/18/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
Team Roles and Responsibilities	11/25/2014	TUES	1-4:00 p.m.	DCED	\$ 89.00
Technology Courses					
Excel 2010 Foundations	9/16, 9/17, 9/18/2014	TUE, WED, THUR	9:00 -12:00 a.m.	DCED	\$ 109.00
Excel 2010 Foundations	9/16, 9/18/2014	TUE, THUR	5:30 - 9:00 p.m.	DCED	\$ 109.00
Excel 2010 Intermediate	10/7, 10/9/2014	TUE, THUR	5:30 - 9:00 p.m.	DCED	\$ 109.00
Excel 2010 Intermediate	10/18/2014	SAT	8:30 - 4:30 p.m.	DCED	\$ 109.00
Excel 2010 Intermediate	11/18,11/19,11/20/2014	TUE, WED, THUR	9:00 - 12:00 a.m.	DCED	\$ 109.00
Excel 2010 Advanced	10/21, 10/23/2014	TUE, THUR	5:30 - 9:00 p.m.	DCED	\$ 109.00
Access 2010 Foundations	9/23,9/25/2014	TUE, THUR	5:30 - 9:00 p.m.	DCED	\$ 109.00
Access 2010 Foundations	10/7, 10/8, 10/9/2014	TUE, WED, THUR	9:00 -12:00 a.m.	DCED	\$ 109.00
Access 2010 Intermediate	11/11, 11/13/2014	TUE, THUR	5:30 - 9:00 p.m.	DCED	\$ 109.00
Access 2010 Intermediate	12/9,12/10, 12/11/2014	TUE, WED, THUR	9:00 -12:00 a.m.	DCED	\$ 109.00
Word 2010 Foundations	11/4, 11/5, 11/6/2014	TUE, WED, THUR	9:00 -12:00 a.m.	DCED	\$ 109.00
Word 2010 Intermediate	12/2, 12/4/2014	TUE, THUR	5:30 - 9:00 p.m.	DCED	\$ 109.00
PowerPoint 2010 Foundations	9/23, 9/24, 9/25/2014	TUE, WED, THUR	9:00 -12:00 a.m.	DCED	\$ 109.00
PowerPoint 2010 Foundations	12/9, 12/11/2014	TUE, THUR	5:30 - 9:00 p.m.	DCED	\$ 109.00
MS Publisher 2010 Foundations	10/21,10/22,10/23/2014	TUE, WED, THUR	9:00 -12:00 a.m.	DCED	\$ 109.00
Introduction to AutoCAD	9/17-10/20/2014	MON, WED	5:30 - 8:30 p.m.	DCED	\$ 450.00
Intermediate AutoCAD	10/27-11/19/2014	MON, WED	5:30 - 8:30 p.m.	DCED	\$ 360.00

ASU Delta Center for Economic Development

Schedule of classes for Fall 2014

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