

skills for life
more



Instructor-Facilitated Online Courses

Courses start
as low as \$99

More courses available at
www.ed2go.com/oc
or call (432) 335-6652

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. It's no wonder that many long-lasting friendships have formed in our lively discussion areas.

All courses run for six weeks (with a two-week grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. *Any time of the day or night!*

Some of our courses are:

- Introduction to Microsoft Excel
- Creating Web Pages
- Accounting Fundamentals
- Speed Spanish
- A to Z Grant Writing
- Medical Terminology:
A Word Association Approach
- Introduction to QuickBooks
- Grammar Refresher
- Intermediate Microsoft Excel
- Real Estate Investing
- Introduction to Microsoft Access
- Introduction to Microsoft Word
- Project Management Fundamentals
- Computer Skills for the Workplace
- Introduction to Dreamweaver
- Introduction to PC Troubleshooting
- Introduction to PowerPoint
- Creating Web Pages II
- Discover Digital Photography
- GRE Preparation - Part 1

Requirements:
All courses require Internet access, e-mail, Netscape Navigator, Microsoft, or Internet Explorer. *Some courses may have additional requirements.*



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<http://www.gatlineducation.com/oc>

Odessa College, in partnership with Gatlin Education Services (GES), offers online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Each program includes a set of lessons and evaluations. Grades are a combination of the instructor/mentor's evaluation of students' work and computer graded tests. We know you'll appreciate the quality as well as the convenience of anytime, anywhere learning!

Healthcare and Fitness

Certificate programs in Medical Coding, Transcription, HIPAA Compliance and other popular fields

Business and Professional

Offers eBusiness, Six Sigma Black Belt Certification, and others to increase your success in the business world.

IT and Software Development

Hands-on courses give the experience you need in the ever-expanding world of technology.

Management and Corporate

Courses include valuable training on Internet routers, preparation for certification exams and much more!

Media and Design

Develop techniques and engineering principles needed to develop and animate 3D video games in these great courses!

Skilled Trades and Industrial

Learn the skills you need to gain employment as an operator in the heavy industry job market.

**Kukina
Hernandez**
Continuing
Education
Secretary
335-6652



Celebrate the Silvery Sounds of Winter
with Odessa College and the Odessa Council for the Arts and Humanities.



The series features all types of music from Big Band Serenade to Classical Guitar, Stage and Screen to TexCowboy, and an elegant concert pianist as a Valentine treat. Please visit www.odessa.edu/ce or contact Carla Bryant at 337-1492 or Lisa Cline at 335-6305 for more information.