



REGISTER TODAY:
southcentral.edu/liveonline



MINNESOTA STATE



A Division of South Central College

Live Online Courses



Winter 2019-2020 Live Online Sessions

218: October 28-December 20 (Register 8/6-10/14)

219: January 13-March 6 (Register 10/15-12/20)

Live Online courses are offered through a collaboration of customized training centers at participating Minnesota State colleges and universities. Live, instructor-led courses utilize video conferencing technology for an interactive virtual classroom experience.

Employees can train right at the workplace and individuals can attend class from home or office using a computer or tablet with microphone, video camera, and internet connection.

30 East 7th Street
St. Paul, MN 55101
800-456-8519
www.minnstate.edu

Minnesota State Colleges and Universities is an
equal opportunity employer and educator.

**AFFORDABLE,
HIGH-QUALITY TRAINING –
WHEREVER YOU NEED IT!**

**Winter Schedule
2019-2020**

southcentral.edu/liveonline

Improving Work Ethic & Personal Responsibility

\$49.99 | 1 week | Non-Credit

This course covers over 20 ethical violations in the workplace and provides strategies to combat unethical behavior and workplace abuses. Learn new techniques to take personal responsibility and improve your organization. Small group discussions and case studies are provided.

- 218: M 1-3pm 11/18



Workplace Diversity

\$244 | 8 weeks | Non-Credit

Participants will learn new ways of thinking, understand different points of view, and create innovative workplace solutions they may not have otherwise come to. Topics will include cultural differences, generational differences, gender differences, birth order, and unconscious bias.

- 218: T & Th 7-8am 10/29-12/19

Mentally Strong: Resilience & Stress Management

\$244 | 8 weeks | Non-Credit

Attend live online *OR* in person at North Mankato, MN. Learn how to develop a resilient mindset, manage stress, and avoid burnout. Topics will include psychological and physiological effects of stress, stress-management techniques, fostering mindfulness, developing a resilient mindset, science-based methods of goal setting, and promoting positive perspective.

- 218: Tu 1-3pm 10/19-12/17



Mindfulness for Stress Management

\$49.99 | 1 week | Non-Credit

Learn mindfulness practices and develop a tool kit of scientifically-supported stress reduction practices to help manage your stress so you can focus through the chaos, live in the present moment, stay positive through any season, and maintain a healthy work-life balance.

- 218: Sat 10am-12pm 11/2
- 218: M 1-3pm 11/4

The Science of Goal Setting

\$49.99 | 1 week | Non-Credit

Learn the research-based methods of goal setting that the pros use and how to utilize these proven methods to design individual goals, create an action plan, and prepare for challenges along the way. Improve time management skills and achieve your goals!

- 218: Sat 10am-12pm 12/7
- 218: M 1-3pm 12/9



CNC Machining Basics

\$244 | 6 weeks | Non-Credit

Learn the fundamental knowledge of how CNC Lathes and Milling Machines work. Topics include the multi-plane Coordinate Systems, standard CNC programming commands, machine maintenance, holding and cutting tools, machine setup activities, and shop math.

- 218: Th 1-3pm 10/31-12/12

Geometric Dimensioning & Tolerancing

\$244 | 8 weeks | Non-Credit

Students will learn the foundational interpretation of mechanical drawings using linear tolerancing and GD&T in the design, manufacture, and inspection of parts, which have geometric controls applied per national standards.

- 218: W 3-5pm 10/30-12/18



Technical Math

\$366 | 8 weeks | 3 CR or Non-Credit

This course will help individuals acquire a solid foundation in the basic skills of math, shop algebra and geometry. Math instruction to include fundamentals of math, fractions and decimals, units of measure, shop geometry, and more.

- 218: Tu 3:30-6:30pm 10/29-12/17

Leading to Impact Culture

\$244 | 8 weeks | Non-Credit

Gain actionable leadership skills and new tools to positively impact your culture in the workplace and all areas of life. Become a positive leader without ignoring areas of concern, learn how to build and maintain relationship bridges, and understand how your power (titled or implied) impacts others.

- 219: W 11-12:30pm 1/15-3/4

Quality Practices

\$244 | 8 weeks | Non-Credit

Introduction to quality, including emphasis on corrective actions, preventative actions, control of documents, control of quality records, internal auditing of processes and control of non-conforming product.

- 218: W 4-6pm 10/30-12/18
- 218: Th 4-6pm 10/31-12/19



Maintenance Awareness

\$244 | 8 weeks | Non-Credit

This course introduces the concepts of Total Productive Maintenance (TPM) and preventive maintenance. Students are introduced to lubrication, electricity, hydraulics, pneumatics, and power transmission systems.

- 218: T 12-2pm 10/29-12/17
- 218: Th 12-2pm 10/31-12/19

Safety Awareness

\$244 | 8 weeks | Non-Credit

Introduction of OSHA standards relating to personal protective equipment, HAZMAT, tool safety, confined spaces and others. This course is based on federally-endorsed national standards for production workers. Students will earn an OSHA 10 card.

- 218: W 1-3pm 10/30-12/18
- 219: Tu 12-2pm 1/14-3/3
- 219: Th 12-2pm 1/16-3/5



Manufacturing Processes & Production

\$244 | 8 weeks | Non-Credit

Students will learn Just-In-Time (JIT) manufacturing principles, basic supply chain management, communication skills, and customer service.

- 219: W 1-3pm 1/15-3/4

Self-Motivation, Inspiration & Drive with Goal Setting

\$49.99 | 1 week | Non-Credit

This session teaches self-motivation strategies through "life balanced" goal setting. Participants will learn how to develop a positive life plan, set personal and professional goals, use the wish listing and vision board method, and utilize an 8-step formula for rapid goal achievement.

- 219: M 1-3pm 1/13