

TECHNOLOGY EDUCATION CENTER NON-CREDIT COURSES, SEMINARS AND TRAINING

Non-credit classes and consulting services can enhance workplace skills, career growth and personal development.

The OSU-Oklahoma City Technology Education Center is a business services resource for individuals and organizations. Its mission is to improve the work-related skill levels of the workforce in the community. TEC has a host of partners from academia and industry who can serve as trainers or consultants for specific needs.

TEC's method of delivery includes contract training, seminars, non-credit classes and consulting services, offering a variety of consulting services for business and industry and can design programs tailored to meet each company's needs. Training and consulting can be done on campus or onsite at the business or organization. For more information call (405)945-8638 or email tec@osuokc.edu. For a list of current classes visit: www.osuokc.edu/tec.

Services include:

Business Services

- Computer Skills for the Workplace
- Leadership Development Training
- Strategic Planning and Consulting Services
- Soft Skills Institute
- Human Resource Management (SHRM)
- Sexual Harassment in the Workplace
- Mental Health

Personal Enrichment

- American Sign Language
- Conversational Spanish

Health

- Certified Nurse Aide
- Certified Medication Aide
- CPR / First Responder
- Food Service Sanitation Certification
- EMT Refresher Classes
- EMT Continuing Education Units (CEU's)

Engineering and Building Technology

- Plumbing



Online Education – Ed2Go

- Art, History, Psychology and Literature
- Basic Computer Literacy
- Business Administration and Management
- Business Planning and Entrepreneurial
- Certification Preparation
- Child Care and Parenting
- Computer Applications
- Computer Programming and Database Management
- Computer Troubleshooting and Networking
- Continuing Education for Health Care Professionals
- Courses for Teaching Professionals
- Courses in Spanish
- Design and New Media Certificate Programs
- Desktop Publishing and Imaging
- Digital Photography and Digital Video
- Entertainment Industry Careers
- Family and Personal Enrichment
- Grant Writing and Nonprofit Management
- Health Care, Nutrition and Fitness
- Internet
- Languages
- Law and Legal Careers
- Math, Philosophy and Science
- Palm Pilot and Pocket PC
- Personal and Career Development
- Personal Finance and Wealth Building
- Sales and Marketing
- Test Preparation
- Web Graphics and Multimedia
- Web Page Design
- Web Programming
- Writing