Canada College

Career Education Programs

Associate and Certificate Programs

1. Accounting
2. Business Administration/Management
3. Computer Business Office Technology
4. Computer Science
5. Digital Art and Animation
6. Education and Human Development: Early Childhood Education/Education
7. Engineering
8. Fashion Design and Merchandising
9. Human Services
10. Interior Design
11. Kinesiology, Athletics, and Dance
12. Medical Assisting
13. Mortuary Science
14. Paralegal
15. Photonics and Laser Technology
16. Radiologic Technology

Canada College at Menlo Park (Not-for-credit)

1. Business and Data Analysis Program
2. CompTIA Cybersecurity Program:
3. COVID-19 & Small Business – Innovation
4. Dispensing Opticians Training Program:
5. Water Treatment and Distribution Program

Accounting

Overview: Accounting deals with financial records and figures and helping organizations make efficient decisions based on financial analysis. The accounting AS degree is designed to give students enough practical experience so that they can secure a position in either the public, governmental or private accounting sector. A two-year associate degree in accounting builds foundational skills in math, business, and accounting principles, preparing you to enter the workforce or transfer into a bachelor's program.With an associate's degree, graduates will still be able to get jobs at the entry level, such as bookkeeper and accounting clerk.

The Certificate of Achievements are designed for those individuals that are interested in job opportunities at the entry level in bookkeeping, payroll and or computerized accounting data entry. Those students that are interested in becoming professional bookkeepers may apply some of the course work in the accounting A.S. degree.

Program Name	Program Type	Top Code	Units, Length
Accounting	AS Degree	50200 Accounting	60 units, 2 year
Accounting	Certificate	50200 Accounting	27.5 units, 1 year
Entry Level Bookkeeper	Certificate	50200 Accounting	12 units, 1 year
Payroll Specialist	Certificate	50200 Accounting	18 units, 1 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: Pricewaterhouse Coopers (PwC), Deloitte, Ernst & Young

Common Title	# of Job Postings in the Bay Area	Starting Salary
Bookkeeper	1675	$38,500
Accounting Clerk	1264	$37,904
Accounts Payable Specialist	1209	$45,500

Business Administration/Management

Overview: The Business Department offers a Certificate, transfer program, and an AS Degree. The Business Administration Associate in Science degree provides the foundation for students planning to transfer to a four-year college or university and includes core requirements in accounting, economics, and information systems. This degree provides students with an understanding of basic business practices, including operations, methods, and purpose, and an introduction to the major functional areas within business.These programs also complete exposure to advanced topics in the field of management, business, human relations, marketing, human relations, accounting and economics.

Program Name	Program Type	Top Code	Units, Length
Business Administration	AS, AS-T Degree	50500 Business Administration	60 units, 2 year
Business Administration	Certificate	50500 Business Administration	19 units, 1 year
Business Assistant	AS Degree	50500 Business Administration	60 units, 2 year
Business Assistant	Certificate	50500 Business Administration	18 units, 1 year
Business Management	AS Degree	50600 Business Management	60 units, 2 year
Business Management	Certificate	50600 Business Management	19 units, 1 year
Marketing	AS Degree	50900 Marketing and Distribution	60 units, 2 year
Marketing	Certificate	50900 Marketing and Distribution	18 units, 1 year
Business Information Worker	AS Degree	59900 Other Business and Management	60 units, 2 year
Entrepreneurship and Small Business Management	AS Degree	50640 Small Business and Entrepreneurship	60 units, 2 year
Entrepreneurship and Small Business Management	Certificate	50640 Small Business and Entrepreneurship	24 units, 1 year
Human Relations in the Workplace	Certificate	60600 Public Relations	18 units, 1 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: Google, Apple, EY (Ernst & Young)

Common Title	# of Job Postings in the Bay Area	Starting Salary
Business Analyst	5150	$60,346
Project Manager	4852	$51,000
Sales Manager	3623	$48,000

Computer Business Office Technology

Overview: This Certificate and Degree offering prepares the person to perform high-level administrative support tasks such as compiling correspondence, preparing statistical reports, scheduling appointments, assisting clients in person and over the phone, arranging conference calls, taking and distributing minutes of meetings, handling information requests, organizing and maintaining paper and electronic files. These positions require the employee to interact effectively with coworkers and multitask. This person may train and supervise lower-level clerical personnel.

Program Name	Program Type	Top Code	Units, Length
Administrative Assistant	AS Degree	51400 Office Technology/Office Computer Applications	60 units, 2 year
Administrative Assistant	Certificate	51400 Office Technology/Office Computer Applications	27 units, 1 year
Administrative Support Assistant	AS Degree	51400 Office Technology/Office Computer Applications	60 units, 2 year
Administrative Support Assistant	Certificate	51400 Office Technology/Office Computer Applications	23.5 units, 1 year
General Office	Certificate	51440 Office Management	12 units, 1 year

Labor Market Data

(The projections below are based on completing education listed above)

Top Employers Include: IAAP, Indeed Jobs

Common Title	# of Job Postings in the Bay Area	Starting Salary
Secretary	1675	$35,000
Administrative Assistant	1264	$43,000
Executive Assistant	1209	$60,000

Computer Science

Overview: Completion of the AS-T in computer science prepares students for transfer to a 4-yr institution to complete their Bachelor's degree in computer science or computer science engineering. This degree can be completed in either C^{++} or JAVA programming languages. Other certificates include Cloud Computing and SWIFT. Students will need to determine which language is preferred by the transfer institution

Program Name	Program Type	Top Code	Units, Length
Computer Science	AS Degree	• 70700 Computer Software Development • 70710 Computer Programming	60 units, 2 year
Cloud Computing	Certificate	*See above*	15 units, 1 year
Computer Science - C++	AS Degree	*See above*	16 units, 1 year
Computer Science - Java	Certificate	*See above*	16 units, 1 year
Computer Science - Swift	Certificate	*See above*	16 units, 1 year

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Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: Computer Sciences Corporation (CSC), App Labs,General Dynamics

Common Title	# of Job Postings in the Bay Area	Starting Salary
Software Development Engineer	34,152	$60,745
Java Developer	8,420	$58,000
Devops Engineer	4,047	$80,000

Digital Art and Animation

Overview: The Digital Art & Animation program at Cañada College has been training students in digital media related fields since 1998. Taught by faculty with extensive academic, professional, and industry experience; students are guided through the department's project based courses to develop the knowledge and skills needed to incorporate the principles of visual communication in their work. The program has grown to include several degree options, including 3D Animation and Video Game Art, Graphic Design, and Video Game Design. Students are guided through the department's project based courses to develop the knowledge and skills needed to incorporate the principles of visual communication in their work.

Program Name	Program Type	Top Code	Units, Length
3D Animation and Videogame Art	AA Degree	61400 Digital Media	60 Units, 2 year
3D Animation and Videogame Art	Certificate	61400 Digital Media	42 Units, 1 year
Digital Art and Animation	AA Degree	61400 Digital Media	60 Units, 2 year
Digital Art and Animation	Certificate	61400 Digital Media	27 Units, 1 year
Graphic Design	Certificate	61400 Digital Media	19.5 Units, 1 year
Video Game Design	Certificate	61400 Digital Media	33 Units, 1-2 years

Labor Market Data

(The projections below are based on completing education listed above)

Top Employers Include:

Common Title	# of Job Postings in the Bay Area	Starting Salary
Graphic Designer	1844	$48,000
Visual Designer	1109	$46,523
Interaction Designer	503	$68,000

Education and Human Development: Early Childhood Education/Education

Overview: Knowledge of human growth and development gives a student an advantage in any pursuit that includes working with others. Majors explore growth and development from multiple perspectives in this interdisciplinary degree. The coursework is designed to meet the needs of people planning to transfer for further studies in the interdisciplinary field of Child and Adolescent Development, and to transfer to a CSU into programs in Child Development, Human Development, Child and Adolescent Development, Family and Consumer Sciences, and Liberal Studies (Child Development). Career opportunities include: child mental health worker, school counselor, family support worker, child development research assistant, youth group administrator, child advocate, elementary education, etc.

Program Name	Program Type	Top Code	Units, Length
Child and Adolescent Development	AA-T Degree	130500 Child Development/Early Care and Education	60 Units, 2 year
Elementary Teacher Education	AA-T Degree	130500 Child Development/Early Care and Education	60 Units, 2 year
Early Childhood Education	AS, AS-T Degree	130500 Child Development/Early Care and Education	60 Units, 2 year
Early Childhood Education	Certificate	130500 Child Development/Early Care and Education	27 Units, 1 year
Youth and After School	Certificate	130500 Child Development/Early Care and Education	10 Units, 6 months
Inclusion Support	Certificate	130500 Child Development/Early Care and Education	27 Units, 1 years

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: First 5 Education

Common Title	# of Job Postings in the Bay Area	Starting Salary
Preschool Teacher	1650	$30,100
Instructional Assistant	680	$34,580
Infant Teacher	345	$27,100

Engineering

Overview: Engineering is one of the largest professions in the United States with over one million jobs in fields ranging from airplane design to pollution control. The four largest branches are civil, computer, electrical and mechanical engineering. All engineering branches place a heavy emphasis on problem solving. Engineering education focuses on teaching mathematical, scientific and engineering principles and their application to the creative and effective solution of problems.

Program Name	Program Type	Top Code	Units, Length
Engineering	AS Degree	92400 Engineering Technology, General (requires Trigonometry) 99900 Other Engineering and Related Industrial Technologies	60 Units, 2 year
Engineering	Certificate	*See above*	32-36 Units, 1 year
Math for Surveying and Computer Aided Design	Certificate	*See above*	27 Units, 1 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: Google, Microsoft, Boeing

Common Title	# of Job Postings in the Bay Area	Starting Salary
Quality Engineer	560	$67,000
Supplier Quality Engineer	217	$70,456
Industrial Engineer	137	$68,837

Fashion Design and Merchandising

Overview: Fashion merchandising requires the combination of the creative and business skill sets. Strategy and marketing know-how are essential for the skilled professional. Fashion merchandising requires good analytical, communication, and visual skill sets. As the global retail sector diversifies and multiple channels including web and store based operations grow, there is a growing need for merchandisers.The Fashion Department also gives students a thorough introduction to apparel design and manufacturing. Students are prepared to find employment in an apparel design firm or to start their own business. They will develop essential skills and techniques in sketching, fabric selection, sewing, draping, and pattern making. Business skills are learned through an entrepreneurship course, and students learn to write a business plan.

Program Name	Program Type	Top Code	Units, Length
Custom Dressmaking/Small Business Oriented	AS Degree	130300 Fashion 130310 Fashion Design	60 Units, 2 year
Custom Dressmaking/Small Business Oriented	Certificate	130300 Fashion 130310 Fashion Design	34 Units, 1 year
Fashion Design Merchandising	AS Degree	130320 Fashion Merchandising	60 Units, 2 year
Fashion Design Merchandising	Certificate	130320 Fashion Merchandising	18 Units, 1 year
Technical (Apparel Industry Oriented)	AS Degree	130330 Fashion Production	60 Units, 2 year
Technical (Apparel Industry Oriented)	Certificate	130330 Fashion Production	33 Units, 1 year
Theater Costuming	AS Degree	130310 Fashion Design	60 Units, 2 year
Theater Costuming	Certificate	130310 Fashion Design	28 Units, 1 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: FIDM, H&M Retail

Common Title	# of Job Postings in the Bay Area	Starting Salary
Fashion Designer	624	$48,000
Merchandising Manager	6391	$61,000
Fabric and Apparel Patternmakers	132	$47,050

Human Services

Overview: Through this program, students will gain knowledge of human service delivery systems, communication skills for working with individuals, groups, and diverse populations, case management techniques, and will gain hands-on field experience in one or more human service agencies. The program will also encourage students to think critically about societal conditions that contribute to the need for social services.

Program Name	Program Type	Top Code	Units, Length
Social Work and Human Services	AA-T Degree	210400 Human Services	60 Units, 2 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: The TJX Companies, HCA Healthcare, BNY Mellon

Common Title	# of Job Postings in the Bay Area	Starting Salary
Social and Human Service Assistants	3947	$35,000
Community Health Workers	4852	$50,000
Community Resource Specialist	124	$38,000

Interior Design

Overview: The Interior Design Department offers courses designed for individuals interested in preparing for careers in the professional fields of interior design. Included in the program are a transfer program, an AS degree, and three certificate programs. The Kitchen & Bath Design Certificate is affiliated with the NKBA (National Kitchen & Bath Association). The AS degree and Interior Design Certificate of Achievement meet the minimum education qualifying requirements for ASID (American Society of Interior Designers) allied membership. These, as well as the Kitchen & Bath Design Certificate and the Residential & Commercial Design Certificate fulfill the educational requirement for the IDEX exam to become a Certified Interior Designer (CID) in California. Completion of the Kitchen and Bath Design Certificate prepares students for the AKBD (Associate Kitchen & Bath Design) exam, and along with sufficient work experience in the field, the CKD (Certified Kitchen Designer) and the CBD (Certified Bath Designer) exams. If a student has an earned Bachelor's Degree, he/she needs to see a counselor regarding courses completed during the first two years of college that may be substituted for core requirement courses.

Program Name	Program Type	Top Code	Units, Length
Interior Design	AS Degree	130200 Interior Design	60 Units, 2 year
Home Staging	Certificate	130200 Interior Design	24 Units, 1 year
Interior Design	Certificate	130200 Interior Design	40 Units, 1-2 year
Kitchen and Bath Design	Certificate	130200 Interior Design	41 Units, 1-2 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: Studio O+A, ICRAVE, Diva Interior Design

Common Title	# of Job Postings in the Bay Area	Starting Salary
Interior Designer	305	$44,000
Kitchen Designer	115	$41,000
Design Consultant	37	$51,000

Kinesiology, Athletics, and Dance

Overview: The Kinesiology, Athletics and Dance Department offers a variety of activity classes designed for lifetime enhancement of fitness, recreation and leisure time. Classes in dance, individual sports, fitness and team sports are offered at various levels of performance. Beginning classes introduce an activity; intermediate to advanced courses are designed to improve an already existing skill level.

The Kinesiology Department offers a Kinesiology transfer curriculum to a four-year university, and an AS Degree and certificate in Fitness Professional. The Fitness Professional AS degree and certificate programs are designed to give students enough practical and formal training so that they can obtain a job as a personal trainer in the fitness industry. The demand for fitness professional jobs continues to remain high.

Program Name	Program Type	Top Codes	Units, Length
Kinesiology	AA, AA-T Degree	*Kinesiology is not a top code itself, however the following are top code related* ● 122800 Athletic Training and Sports Medicine ● 83560 Coaching ● 83520 Fitness Trainer	60 units, 2 year
Dance	AA Degree	100810 Commercial Dance	60 units, 2 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: Marshall University, CSU Fullerton

Common Title	# of Job Postings in the Bay Area	Starting Salary
Fitness Trainer	3353	$32,000
Coach	3012	$38,086
Commercial Dancer	54	$65,000

Medical Assisting

Overview: The ability to work well with people, be well organized, and be emphatic in dealing with patients are essential qualities in a medical assistant. The Medical Assisting program at Cañada is designed to provide the finest training and experience available. Through the expertise of a talented faculty and exposure to professionals in the field, students can expect to learn administrative duties such as medical/financial records management, medical report transcription, patient appointment scheduling, and clinical duties including preparation of patients for examination, assistance with minor surgery, giving injections, and operating electrocardiographs.

Program Name	Program Type	Top Code	Units, Length
Medical Assisting	AS Degree	120800 Medical Assisting	60 Units, 2 year
Medical Assisting	Certificate	120800 Medical Assisting	35 Units, 1-2 year
Medical Administrative Assistant	Certificate	120800 Medical Assisting	21 Units, 1 year
Medical Billing Specialist	AS Degree	120800 Medical Assisting	60 Units, 2 year
Medical Billing Specialist	Certificate	120800 Medical Assisting	21 Units, 1 year
Medical Coding Specialist	Certificate	120800 Medical Assisting	18 Units, 1 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include: Kaiser Permanente, Sutter Health

Common Title	# of Job Postings in the Bay Area	Starting Salary
Medical Assistant	5150	$30,692
Office Assistant (Medical)	4852	$42,240
Chiropractic Assistant	3623	$35,360

Mortuary Science

Overview: The Funeral Service Profession is a growing field that connects all people. It is a broad field that offers a multitude of opportunities for entry level positions and career growth. Market research indicates that the number of deaths is on the rise and is out growing practitioner availability. Currently, there are only two on-campus options available in California that offer American Board of Funeral Service Education (the accrediting body of Funeral Service Programs, hereafter called ABFSE) accredited curriculum. The course work covers a broad spectrum and ranges from core disciplines such as Biology and Anatomy to Management, Law and Psychology. Successful students place into funeral homes as Funeral Arrangers, Embalmers, Funeral Directors, Funeral Attendants, Funeral Home Management, Morgue Attendants, Crematorium attendants, and anatomical specimen preparation technicians. Some students will path toward Forensics, and work with the Coroner's Office as an autopsy technician. Additionally, the Funeral Service career placement is a setting that offers professional and personal growth. Many funeral homes will offer tuition reimbursement, offering the potential to continue education. The Bay area does not currently have a Funeral Service Education program. The nearest campus is American River College, 125 miles from Cañada College.

Program Name	Program Type	Top Code	Units, Length
Mortuary Science	AS Degree	125500 Mortuary Science	60 units, 2.5 years

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include:

Common Title	# of Job Postings in the Bay Area	Starting Salary
Mortician	680	$45,940
Funeral Director	4852	$56,000
Funeral Service Manager	3623	$48,000

<u>Paralegal</u>

Overview: The Paralegal Program at Cañada College was developed in cooperation with the San Mateo County Bar Association and the San Mateo County Legal Secretaries Association to train personnel to assist attorneys in both civil and criminal matters. Instruction centers on assisting the attorneys in interviewing clients and preparing legal documents. Courses must be evaluated by a letter grade, not by the Pass grade. The Litigation Certificate is designed for students who want to specialize in litigation, pursue a higher education degree related to law and the legal system, prepare for law school, or prepare foreign attorneys for a Masters in Law (LLM) program, which must be completed in order to take the California Bar Exam. The Litigation Certificate is a unique offering that enables our students to be more competitive and be better prepared for current industry needs.

Program Name	Program Type	Top Code	Units, Length
Paralegal	AS Degree	140200 Paralegal	60 Units, 2 year
Paralegal	Certificate	140200 Paralegal	18 Units, 1 year
Litigation	Certificate	140200 Paralegal	27 Units, 1 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include:

Common Title	# of Job Postings in the Bay Area	Starting Salary
Paralegal	1205	$51,000
Legal Assistant	1153	
Legal Secretary	924	

<u>Photonics and Laser Technology</u>

Partner: Leading Organizations in Optics Industry

Overview: Photonics is the technology of generating and harnessing light and other forms of radiant energy whose quantum unit is the photon" (The National Center for Optics and Photonics Education, 2019). This technology can be applied to numerous other fields of technology – alternative energy, manufacturing, health care, telecommunication, environmental monitoring, homeland security, aerospace, solid-state lighting, and many others. Due to the diverse applications of this technology, the photonics occupational group has been split into primary photonics occupations and secondary photonics occupations to illuminate job opportunities available to all students with photonics skills (Center of Excellence, 2019).Over the past year, industry members from the Optics and Photonics Manufacturing sector in Silicon Valley have worked closely with Engineering Faculty and College administration to present their long-standing need for a training program that generates technicians for this industry.

Program Name	Program Type	Top Code	Units, Length
Photonics and Laser Technology	Certificate	93480 Laser and Optical Technology	18 units, 1 year
Advanced Photonics and Laser Technology	Certificate	93480 Laser and Optical Technology	27 units, 1 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include:

Common Title	# of Job Postings in the Bay Area	Starting Salary
Photonics Engineers	5150	
Photonics Technicians	4852	

Radiologic Technology

Overview: The Radiologic Technology program offers a comprehensive curriculum leading to an AS degree and qualifications for employment in medical facilities throughout the country. Students participate in classroom instruction and clinical education in our affiliated hospitals. Program graduates must take the licensure examination required by the State of California and the certification examination given by the American Registry of Radiologic Technologists. Prospective students must complete a separate application to the program (available in November for the following Fall entrance) in addition to the regular college application.

Program Name	Program Type	Top Code	Units, Length
Radiologic Technology	AS Degree	122500 Radiologic Technology	60 units, 2 year

Labor Market Data
(The projections below are based on completing education listed above)

Top Employers Include:

Common Title	# of Job Postings in the Bay Area	Starting Salary
Business Analyst	5150	
Project Manager	4852	
Sales Manager	3623	

Canada College at Menlo Park

Canada College at Menlo Park is supported by a grant provided by the Community of Development Agency of Menlo Park, which has been running since 1992 and will expire in 2031. The purpose of the grant is to support community development through education.

Here at Menlo Park we offer board approved, not-for-credit, continuing education classes as well as other services such as student counseling, computer labs, and various student resources. We are establishing pathways where students can complete a career based program in order to obtain an industry license, certification, or training experience in order to begin a new career. We work with various organizations and partners who often sponsor or recruit our students during their time in the program.

Dispensing Opticians Training Program:
Overview: The Optician Program at Canada College in partnership with the Community, Continuing and Corporate Education (CCCE) and the San Mateo Adult school a 15- week program that prepares students for their ABO examination through continuing education. This includes instruction for students of anatomy of the eye, learn how to interpret prescription eye examinations, measure consumer pupillary distance, help select eyeglass frames; recommend lens design and lens treatments, create work orders, HIPAA, adjust eyewear to ensure good fit, repair or replace broken eyeglass frames, and business tasks by keeping patient records/maintaining inventory. The program is currently running from October 6, 2020 - February 4, 2021 and has 23 students enrolled. Students will be able to come an Ophthalmic Dispenser, Optical Laboratory Manager, branch Manager and more.

- **Program Type: (Not-for-credit)** - Certificate
- **Length:** 3-months
- **Partner:** Target, Walmart, Lens Crafter, Warbly Park and local optician shops

Water Treatment and Distribution Program
Overview: The goal of the Water Treatment and Distribution System courses is to prepare students for the California Water Treatment (T2) and Distribution (D2) Operator Certification Exams. Successful completion of the course establishes eligibility to take the Water Distribution Grade 2 exam in 2021. After passing the exam, students will have the opportunity to apply for their certificate and license to become a California Grade 2 Water Treatment or Distribution Operator. Students will learn water treatment and distribution system operator duties, procedures for operating and maintaining clear wells and storage tanks, perform basic water laboratory procedures, components and characteristics of distribution system facilities. The course is currency running from July 7, 2020 - November 25, 2020 and has 30 students and is in partnership with the Community, Continuing and Corporate Education (CCCE)

- **Program Type: (Not-for-credit) -** Certificate
- **Length:** 3-months
- **Partner**: CalWater, SF Power Water & Sewer

CompTIA Cybersecurity+ Program:

Overview: Cañada College presents its first Cybersecurity Continuing Education program, in coordination with the world's leading tech association, CompTIA and in partnership with the Community, Continuing and Corporate Education (CCCE). This certificate program will focus on continued education and training for individuals already in the IT industry.

This is a 7-week program focused on bringing individuals outside the realm of IT into the fold, students with an IT or computer background will have a head start. This program will be based on the ICT-Digital Media Sector's curriculum and by the end of the program students will have been exposed to many of the concepts tested on by a number of industry standard certifications. This will allow the students in the program to take the CompTIA Security+ exams with confidence and receive the associated certificates. The program is currently running from October 14, 2020 to December 9, 2020 and has 16 students.

- · **Program Type: (Not-for-credit) -** Certificate
- · **Length:** 2-months
- · **Partner:** Comptia

Business and Data Analysis Program

Overview: Offered in partnership with Cañada College, Pathstream, Silicon Valley Bank, and Tableau, this partner-supported program is offered at a heavily subsidized rate to participants and consists of a series of 4 courses: Business Analytics Fundamentals, SQL for Analytics I, Data Visualization with Tableau, and Statistics for Analytics. Each course will run for six weeks, with a one-week break in between. The program will run from October 17,2020 to April 24, 2020 and has 8 students. This program is in partnership with the Community, Continuing and Corporate Education (CCCE)

- · **Program Type:** (Not-for-credit) - Certificate
- · **Length:** 6-months
- · **Partner:** CISCO, Silicon Valley Bank, and Tableau

COVID-19 & Small Business – Innovation

Overview: COVID-19 has dramatically affected small businesses in the Bay Area. They need the assistance now more than ever to receive training that will help get them stay afloat. This program will allow businesses to partake in a three-part workshop to give them the knowledge needed to run a successful business during this pandemic. The three sections are; Finding your Niche in COVID, Online Marketing Strategies, and Funding and Measuring your Strategy. This program is designed to be applicable to the community providing a resource to local small businesses to thrive during the global pandemic. Launch date early February. This program will be in partnership with the Community, Continuing and Corporate Education (CCCE)

- **Program Type:** (Not-for-credit) - Certificate
- **Length:** 3-months
- **Partner:** Seeking partner now

Menlo Park: The 2019/2020 year has been a year of new developments, relationships, programs for our Menlo Park Campus. The most significant circumstance that has affected campuses worldwide has been navigating a new reality through the COVID-19 pandemic. With the help of our resilient instructors, we have been able to successfully transition all courses to online learning in order for our students to successfully finish their courses in the safety of their homes. The pandemic has changed the reality of our students and instructors. We have continued our efforts to build new academic and continuing education programs to be housed at the Menlo Park Campus, as well as welcome aboard a new staff member to help support this process.