

# SHORT TRM BUSN/PROFESSION SRVC (STBPS)

## Short Trm Busn/Profession Srvc (STBPS) 168

### Illustrator

Adobe Illustrator CS4 is the powerful graphic program used by visual artists and graphic design professionals. It provides unique illustration tools for drawing, painting, text manipulations, page layout, title design and optimization for the web. This class focuses on creating compact, vector graphics to be used in web pages or exported to Flash to create complex web animation. Writing assignments, as appropriate to the discipline, are part of the course.

1 Lecture hours. 1 Credit Hours.

**Offered At:** TR

## Short Trm Busn/Profession Srvc (STBPS) 238

### IL Real Estate Broker PreLicense

This course was designed to meet the 75-hour licensing curriculum requirements for real estate brokers as set forth by the State of Illinois. Topics included are Illinois license law, agency, state and federal law, relationships with employing brokers, working with sellers and buyers, real property, fair housing, ownership, contracts, real estate valuation, environmental issues, construction, real estate closings, advertising, property management, and commercial real estate. The course mixes presentation of facts, concepts, and key terms with real-life scenarios to illustrate the topics being taught, as well as assessment of such. Writing assignments, as appropriate to the discipline, are part of the course.

*COMPASS TEST SCORES: Reading Score: 72 or higher Math Score: Algebra scores of 49 or higher*

6 Lecture hours. 6 Credit Hours.

**Offered At:** DA

## Short Trm Busn/Profession Srvc (STBPS) 239

### IL Broker Applied Real Estate Principles-Interactive

This course includes student participation in five three-hour interactive lessons with an instructor to apply the knowledge learned in the Illinois Real Estate Broker Pre-License topics course. Fifteen (15) hours must be classroom or interactive media required by the Illinois Department of Financial & Professional Regulation to complete the 90-hours of Real Estate training to be allowed to test for the Real Estate Broker's exam. Each interactive lesson begins with a review of principles, concepts, requirements for compliance and violations, summary of best practices, and/or applicable laws/licensee requirements. Students will also participate in a variety of interactive activities (i.e., quizzes, content review exercises, class and small group discussion) where they will apply their knowledge to a variety of real-world scenarios designed to provide valuable analysis and decision-making experience. Writing assignments, as appropriate to the discipline, are part of the course.

*Successful completion of STBPS 238 -IL Real Estate Broker Pre-Licensure course.*

1 Lecture hours. 1 Credit Hours.

**Offered At:** DA

## Short Trm Busn/Profession Srvc (STBPS) 240

### Introduction To Pc Hardware

This course begins the introduction to PC technology as identified by the objectives in CompTIA's A+ certification. The class provides the framework for understanding how a computer works from the inside out. It is the perfect start into PC hardware and operating systems. 14 hrs.

\$399

1 Lecture hours. 1 Credit Hours.

**Offered At:** DA

## Short Trm Busn/Profession Srvc (STBPS) 241

### Pc Repair & Troubleshooting

Students will learn about PC hardware and system maintenance procedures. Topics include a detailed look at hardware components, power supply, upgrades, networking, maintenance and troubleshooting. In hands-on exercises, students will assign configuration settings, upgrade systems, configure SCSI devices, install printers and monitors, remove and replace components, and troubleshoot POST errors. 35 hrs. \$899

2.5 Lecture hours. 2.5 Credit Hours.

**Offered At:** DA

## Short Trm Busn/Profession Srvc (STBPS) 242

### PC Operating Systems

Students will learn installation procedures, dealing with legacy systems, creating and using emergency boot diskettes and managing printers and other devices. Other topics include networking, communication protocols, Internet access and troubleshooting. In hands-on exercises, students will install Windows operating systems, manage Windows devices, use the FDISK utility, perform backups, manage system files, configure networks, configure Internet access, and troubleshoot operating system errors. 35 hrs. \$899

2.5 Lecture hours. 2.5 Credit Hours.

**Offered At:** DA