



Career Development Center  
 2353 Riverside Drive  
 Danville, VA 24540  
 Phone: (434)792-1670  
 Fax: (434)792-1671  
 www.cdcdanville.com



\*Class Sections

Section 1 Classes are scheduled on the days that A & C shifts are scheduled off work.

Section 2 Classes are scheduled on the days that B & D shifts are scheduled off work.

**Computer & Technology Classes:**

**Computer Applications – Joyce Estabrook**

Create professional documents, spreadsheets, visual marketing materials, newsletters, cards, calendars and so much more. Some basic computer experience is suggested for this course.

<b>Section 1 – 5:30-7:30pm</b>	<b>Alternating Tues. &amp; Thurs.</b>	<b>Feb. 4 – March 26, 2020</b>	<b>Comp. Lab</b>
<b>Section 2 – 12:30-2:30pm</b>	<b>Alternating Tues. &amp; Thurs.</b>	<b>Feb. 6 – March 24, 2020</b>	<b>Comp. Lab</b>

**Computer Skills – Joyce Estabrook – No computer experience necessary.**

This class is designed to work with the specific requests of participants. Topics may include learning keyboard/touch screen skills, Windows 8 & 10, internet, e-mail, downloadable books, various software, folders and documents, saving and printing and other topics. There are no skill prerequisites.

<b>Section 1 – 3:30-5:30pm</b>	<b>Alternating Tues. &amp; Thurs.</b>	<b>Feb. 4 – March 26, 2020</b>	<b>Comp. Lab</b>
<b>Section 2 – 10:30-12:30pm</b>	<b>Alternating Tues. &amp; Thurs.</b>	<b>Feb. 6 – March 24, 2020</b>	<b>Comp. Lab</b>

**Computer Troubleshooting – Dillon Turner**

Learn to troubleshoot and repair laptop/desktop issues or upgrade your operating system.

<b>Section 1 – 11:30-1:30pm</b>	<b>Alternating Mon. &amp; Wed.</b>	<b>Feb. 3 - March 25, 2020</b>	<b>Classroom 2</b>
<b>Section 2 – 3:30-5:30pm</b>	<b>Alternating Mon. &amp; Wed.</b>	<b>Feb. 5 - March 23, 2020</b>	<b>Classroom 2</b>

**Smartphone Applications – Dillon Turner**

<b>Section 1 – 9:00-11:00am</b>	<b>Alternating Mon. &amp; Wed.</b>	<b>Feb. 3 – Feb. 26, 2020</b>	<b>Classroom 2</b>
<b>Section 2 – 5:30-7:30pm</b>	<b>Alternating Mon. &amp; Wed.</b>	<b>Feb. 5 – Feb. 24, 2020</b>	<b>Classroom 2</b>

**Special Interest:**

**Photography – Bill Garrett**

<b>Section 1 – 10:00-12:00pm</b>	<b>Alternating Tues. &amp; Thurs.</b>	<b>Feb. 4 – March 12, 2020</b>	<b>Classroom 2</b>
<b>Section 2 – 3:30-5:30pm</b>	<b>Alternating Tues. &amp; Thurs.</b>	<b>Feb. 6 – March 10, 2020</b>	<b>Classroom 2</b>

# Career Development Center 2020 Winter Class Schedule



## Trades Classes:

### Carpentry – Louis Wyatt

Section 1 – 9:30-12:30pm

Section 2 – 4:30-7:30pm

Alternating Tues. & Thurs.

Alternating Tues. & Thurs.

Feb. 4 – March 12, 2020

Feb. 6 – March 10, 2020

### Small Engine Repair – Daniel Martin

Section 1 – 5:30-8:30pm

Section 2 – 5:30-8:30pm

Alternating Mon. & Wed.

Alternating Mon. & Wed.

Feb. 3 – April 8, 2020

Feb. 5 – April 1, 2020

Shop 2

Shop 2

### Welding – Debra Smith

Section 1A – 8:30-10:30am

Section 1B – 11:00-1:00pm

Section 1C – 1:30-3:30pm

Section 1D – 4:00-6:00pm

Alternating Mon. & Wed.

Alternating Mon. & Wed.

Alternating Mon. & Wed.

Alternating Mon. & Wed..

Feb. 3 – March 30, 2020

Feb. 3 – March 30, 2020

Feb. 3 – March 30, 2020

Feb. 3 – March 30, 2020

Shop 1

Shop 1

Shop 1

Shop 1

Section 2A – 8:30-10:30am

Section 2B – 11:00-1:00pm

Section 2C – 1:30-3:30pm

Section 2D – 4:00-6:00pm

Alternating Mon. & Wed.

Alternating Mon. & Wed.

Alternating Mon. & Wed..

Alternating Mon. & Wed.

Feb. 5 – April 1, 2020

Feb. 5 – April 1, 2020

Feb. 5 – April 1, 2020

Feb. 5 – April 1, 2020

Shop 1

Shop 1

Shop 1

Shop 1

### Wood Working – Jeff Guill & Joe Purnell

Section 1 – 8:30-11:30am

Section 2 – 3:30 – 6:30pm

Alternating Mon. & Wed.

Alternating Mon. & Wed.

Feb. 3 – March 30, 2020

Feb. 5 – April 1, 2020

Woodshop

Woodshop



**The Career Development Center offers \$2500.00 Tuition Assistance to help with the cost of tuition and books for USW Local 831 active employees.**

**YOU are the best investment you can make in your future!**