

Suggested Program Course List - Administrative Coordinator 3, New Richmond, Fall 2025

Term	Class Nbr	Catalog	Course Title	Credits	Start Date	End Date	Location	Instructional Mode	Days of Week	Start Time	End Time
1256	61963	10101174	QuickBooks Accounting - Beginning	2	08/25/25	12/15/25	ONLN	Online	M-F	7:00	7:30
1256	61901	10103156	Adobe Photoshop	2	08/25/25	12/15/25	ONLN	Online	M-F	7:00	7:30
1256	61949	10106123	❖ Meeting and Event Planning OR	3	08/26/25	12/11/25	NR	Your Choice	TR	9:30	11:20
1256	61948	10106123	❖ Meeting and Event Planning	3	08/26/25	12/11/25	ONLN	Your Choice	TR	9:30	11:20
1256	61959	10106200	Software Integration	2	08/25/25	12/15/25	ONLN	Online	M-F	7:00	7:30
1256	61951	10106129	❖ Web and Social Media Technologies OR	3	08/25/25	12/15/25	NR	Your Choice	MW	10:00	11:20
1256	61950	10106129	❖ Web and Social Media Technologies	3	08/25/25	12/15/25	ONLN	Your Choice	MW	10:00	11:20
1256	60089	10809198	Introduction to Psychology	3	08/25/25	12/15/25	ONLN	Online	M-F	7:00	7:30

❖ This class is offered in the “Your Choice” format for which you may choose to attend class in person, complete the class online, or a combination of the two.

You can expect the following from the class:

- Class attendance is not required.
- There are lectures from the instructor that will be uploaded to Blackboard for online viewing.
- You will be responsible for work team collaboration throughout the course as scheduled.
- Assignments are submitted online through Blackboard unless otherwise required by the instructor.
- There are strict deadlines and assignment requirements.
- Your instructor will support your efforts throughout your learning experience.
- You determine your own level of success!

*This class requires a specified amount of time online in addition to regularly scheduled face-to-face classroom hours.

Actual online class participation is determined by you based on your schedule or as communicated by your instructor.

Online classes appear on your schedule from 7:00 to 7:30 a.m., but you are not required to log in at that time.

Actual class participation is determined by you based on your schedule or as communicated by your instructor.

Please be advised that low enrollment class sections may be canceled.

[For the most up-to-date course listing, go to the Northwood Tech Homepage and click on 'Find a Class'](#)

[To view instructional Mode definitions, click here](#)

[To view your curriculum checklist, click here](#)