

Suggested Program Course List - Human Resource Management 1, Ashland, Fall 2022

Term	Class Nbr	Catalog	Course Title	Credits	Start Date	End Date	Location	Instructional Mode	Days of Week	Start Time	End Time
1226	61043	10801136	English Composition 1 OR	3	08/29/22	12/21/22	ASH	On Site	MW	2:30	3:50
1226	61035	10801136	English Composition 1 (concurrent enrollment in Writing Essentials)	3	08/29/22	12/21/22	ASH	On Site	MW	2:30	3:50
1226	62124	10106199	❖ Business Technology and Success OR	1	08/29/22	12/21/22	ASH	Your Choice	MW	1:30	2:20
1226	62108	10106199	❖ Business Technology and Success	1	08/29/22	12/21/22	ONLN	Your Choice	MW	1:30	2:20
1226	61939	10103146	❖ *MS Word A OR	1	08/30/22	10/18/22	ASH	Your Choice	T	2:30	4:20
1226	61999	10103146	❖ *MS Word A	1	08/30/22	10/18/22	ONLN	Your Choice	T	2:30	4:20
1226	61945	10103151	❖ *MS Excel A (Human Resources & Payroll Generalist) OR	1	08/31/22	10/19/22	ASH	Your Choice	W	4:00	5:50
1226	61991	10103151	❖ *MS Excel A (Human Resources & Payroll Generalist) OR	1	08/31/22	10/19/22	ONLN	Your Choice	W	4:00	5:50
1226	61972	10103151	MS Excel A (Human Resources and Payroll Generalist)	1	08/29/22	10/19/22	ONLN	Online	M-F	7:00	7:30
1226	62173	10116100	❖ *Human Resource Management OR	3	08/29/22	10/19/22	ASH	Your Choice	M	5:30	8:20
1226	62174	10116100	❖ *Human Resource Management	3	08/29/22	10/19/22	ONLN	Your Choice	M	5:30	8:20
1226	62176	10196145	❖ Contemporary Business for Supervisors OR	2	09/27/22	12/20/22	ASH	Your Choice	T	5:30	8:20
1226	62178	10196145	❖ Contemporary Business for Supervisors	2	09/27/22	12/20/22	ONLN	Your Choice	T	5:30	8:20
1226	61952	10103106	❖ *MS PowerPoint OR	1	10/25/22	12/20/22	ASH	Your Choice	T	3:30	5:20
1226	61998	10103106	❖ *MS PowerPoint	1	10/25/22	12/20/22	ONLN	Your Choice	T	3:30	5:20
1226	62181	10103152	❖ *MS Excel B (Human Resources & Payroll Generalist) OR	1	10/24/22	12/21/22	ASH	Your Choice	MW	11:30	12:50
1226	62186	10103152	❖ *MS Excel B (Human Resources & Payroll Generalist) OR	1	10/24/22	12/21/22	ONLN	Your Choice	MW	11:30	12:50
1226	62185	10103152	MS Excel B (Human Resources and Payroll Generalist)	1	10/24/22	12/23/22	ONLN	Online	M-F	7:00	7:30
1226	62194	10196199	❖ *Ethics in Business OR	3	10/24/22	12/23/22	ASH	Your Choice	M	5:30	8:20
1226	62193	10196199	❖ *Ethics in Business	3	10/24/22	12/23/22	ONLN	Your Choice	M	5:30	8:20
1226	62200	10196138	❖ *Conflict Resolution and Confrontation Skills (Human Resources & Payroll Generalist) OR	1	11/29/22	12/20/22	ASH	Your Choice	T	5:30	8:20
1226	62198	10196138	❖ *Conflict Resolution and Confrontation Skills (Human Resources & Payroll Generalist)	1	11/29/22	12/20/22	ONLN	Your Choice	T	5:30	8:20

❖ 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 cancelled. You will be contacted by Student Services with information on other class sections available in alternate formats.

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

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