BRAIN AND MANAGEMENT

Training for employees and leaders in all facets of business

Fall 2017
WHY CHOOSE UC DAVIS EXTENSION?

**Our Faculty**

Our instructors are uniquely qualified to lead our courses because they are experts in their field. They bring a wealth of real-world knowledge and a seasoned perspective based on years of experience.

**INSTRUCTOR SPOTLIGHT: Steve Haas**

“*I take complicated issues and put them in a real-life context that students can relate to. I use personal stories to illustrate my lectures.*”

**STEVE HAAS** values practical application. His goal as an instructor is to give students information they can take back to work and apply immediately. In his *Principles of Human Resources* course, Haas focuses on practical application. He strives to give students the tools – and the confidence – they need to do their jobs effectively.

**Our Quality**

Companies in the Sacramento region and beyond send students to our programs because of the quality and value of our courses. We offer group discounts to organizations that send three or more employees to a course. See the website for more information.

**COMPANY SPOTLIGHT: Mark III Construction, Inc.**

“Our company has really valued the partnership with UC Davis Extension. It’s more than just a place to go to get employees trained. The quality of service and consultation we receive is wonderful.”

**JENN LAYTON** is talent development coordinator for Mark III Construction, Inc., which has about 350 employees in Sacramento, Fresno and Fremont. When Layton became interested in UC Davis Extension as a possible training opportunity for Mark III’s employees, she decided to take a course and was impressed.

**OUR FLEXIBILITY AND CONVENIENCE**

UC Davis Extension has a number of flexible scheduling options to fit into the busy schedules of working professionals.

We offer:

- Online courses that allow for schedule flexibility
- Half-day and full-day in-person training options at Sacramento’s Sutter Square Galleria or at your organization
- Fast-Track certificate programs that allow students to pre-pay for a certificate at a discounted rate and finish coursework in an accelerated timeframe

**EXTENSION.UCDAVIS.EDU/BUSINESS**
See below for our featured fall courses. Check the website to view our interactive catalog and read full course listings.

FREE INFORMATION SESSIONS

Accounting  
August 15 in Sacramento  
Enroll in section 171ACC500.

Business Analysis  
August 22 in Sacramento  
Enroll in section 171BBA100.

Coaching for Life and Work  
September 26 in Sacramento  
Enroll in section 172CCH400.  
OR  
October 5 ONLINE  
Enroll in section 172CCH401.

Construction Management  
September 6 in Sacramento  
Enroll in section 172CNM200.  
OR  
September 13 ONLINE  
Enroll in section 172CNM100.

Human Resource Management  
August 10 in Sacramento  
Enroll in section 171HRM200.  
OR  
August 17 ONLINE  
Enroll in section 171HRM300.

Labor-Management Relations  
August 17 ONLINE  
Enroll in section 171HRM300.

Paralegal Studies  
September 20 ONLINE  
Enroll in section 172PLG100.

Project Management  
August 12 in Sacramento  
Enroll in section 171PMG100.

Supervisory Skills and Management Development  
August 10 ONLINE  
Enroll in section 171SUP100.

COURSES

Management and Leadership

UC Davis Executive Leadership Program  
Sept. 14-Oct. 27 • $5,950 • Enroll in section 172EXE250.

Supervisory Skills Series I  
Sept. 12-Oct. 10 • $1,325 • Enroll in section 172SUP180.  
(Courses can also be taken individually)

- Principles of Supervision and Management  
- Building a Motivated Workplace  
- Delegating for Results  
- Working Through Conflict  
- Communication Skills at Work

Management Development: Effective Management Practices  
Oct. 25-Nov. 8 • $1,950 • Enroll in section 172MGD165.

Accounting

ONLINE  
Intermediate Accounting: Part II  
Sept. 18-Dec. 10 • $880 • Enroll in section 172ACC507.

NEW AND ONLINE  
Ethics in Accounting  
Sept. 18-Dec. 10 • $880 • Enroll in section 172ACC552.

Accounting for Governmental and Nonprofit Organizations  
Sept. 25-Dec. 11 • $880 • Enroll in section 172ACC106.

Business Analysis

The Foundations of Business Analysis  
Sept. 18-Nov. 24 • $1,100 • Enroll in section 172BBA400.

Business Analysis Planning & Execution: Planning the Work and Working the Plan  
Sept. 18-Nov. 24 • $1,100 • Enroll in section 172BBA401.

Business Analysis 6 Month Fast Track  
Sept. 18, 2017-March 16, 2018 • $3,740 • Enroll in section 172BBA470.

Project Management

9 Month Fast Track Project Management Certificate  
Sept. 18-Dec. 20, 2017 • $5,610 • Enroll in section 172PMG670.

ONLINE

Establishing Higher Functioning Project Teams and Managing Resources  
Sept. 18-Nov. 24 • $1,100 • Enroll in section 172PMG651.

ONLINE

Controlling Quality in Project Management  
Sept. 18-Nov. 24 • $1,100 • Enroll in section 172PMG653.

Conflict Resolution/Collaboration Center

Introduction to Conflict Resolution  
Oct. 11-Dec. 6 • $695 • Enroll in section 172CRP101.

Coaching for Life and Work

NEW!  
How to Start Your Coaching Business  
Sept. 15 (Online workshop) and Sept. 23 (in Sacramento) • $625 • Enroll in section 172CRP101.

Construction Management

Fast Track Construction Management Certificate  
Oct. 2, 2017-June 11, 2018 • $4,437 • Enroll in section 172CNM300.

Construction Accounting and Contract Management  
Oct. 2-Dec. 11 • $865 • Enroll in section 172CNM201.

Construction Blueprint and Plan Reading  
Oct. 3-Dec. 5 • $865 • Enroll in section 172CNM211.

Fundraising and Development

Planned Giving  
Aug. 18-Sept. 26 • $895 • Enroll in section 172FUN203.

Human Resource Management

Principles of Human Resource Management  
Sept. 6-Nov. 8 • $775 • Enroll in section 172HRM261.

NEW!  
HR Strategy and Business Success  
Oct. 23-Dec. 4 • $675 • Enroll in section 172HRM267.

Ethics in the Workplace  
Nov. 14-Dec. 12 • $650 • Enroll in section 172HRM102.

SPHR/PHR Certification: Preparation Course  
Aug. 31-Dec. 7 • $925 • Enroll in section 172HRM276.

Labor-Management Relations

Fast Track Labor-Management Relations Certificate  
June 22, 2017-June 18, 2018 • $4,292.50 • Enroll in section 172LMR350.

Introduction to Labor-Management Relations  
Sept. 7-Nov. 9 • $875 • Enroll in section 172LMR354.

Paralegal Studies

Paralegal Studies Certificate Program  
Accepting enrollments year-round • Oct. 1-Dec. 31 • $6,995 • Enroll in section 172PLG300.

ALSO OF INTEREST: The Paralegal Specialist Programs expand career opportunities and empower you as a paralegal. To learn more visit https://extension.ucdavis.edu/subject-areas/paralegal-specialist-programs.

Information Technology

ONLINE

Creating Functional Websites  
Sept. 6-Nov. 14 • $825 • Enroll in section 172WEB501.

ONLINE

Server-Side Scripting with PHP  
Sept. 7-Oct. 5 • $825 • Enroll in section 172WEB512.

ONLINE

Creating Web Applications with AJAX  
Oct. 4-Dec. 5 • $825 • Enroll in section 172WEB515.

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