

CPE CAREER EXPLORATIONS (LCE)

LCE 0005 - Professional Meeting/ Event Planning (1.5 Credits)

1.5 lecture, 0 lab, 0 clinical/other, 1.5 total contact hours

If you're new to meeting and event planning or a seasoned pro, this course will expand your knowledge and skills within this growing industry. This class will assist whether you are seeking help with planning a single meeting or event, or you want to find out how to grow your career in the meeting industry. Covers all topics. Purchase your textbook at the HarperStore: CIC Manual 9th Ed. Published by Convention Industry Council.

LCE 0008 - Professional Wedding Consultant (1 Credit)

1 lecture, 0 lab, 0 clinical/other, 1 total contact hours

Wedding consultants calm the nerves of brides and grooms by taking on the important details of planning and implementing a wedding. Learn about the services you can provide as a wedding consultant including negotiations, contracts, vendors, etiquette, wedding insurance, décor, destination or theme weddings, and cultural protocol. Also, gain insight into how to market yourself and your business. As a wedding consultant you'll play an important role in planning this very special and life changing event. Includes materials.

LCE 0009 - Event Design (0.5 Credits)

.5 lecture, 0 lab, 0 clinical/other, .5 total contact hours

You may already be involved with events as a set designer, florist, or interior designer. If so, your skills are readily transferable to event design. Or, maybe you are just beginning to explore event design as a new career. This 12-hour class covers the basics of event design including graphics, furniture, and the importance of fashion and industry design standards, as well as key aspects such as using landscaping and lighting in professional event design. The course is taught by an expert wedding and event planner. Includes all required materials.

LCE 0011 - Truck Driver Training 160 (7 Credits)

3 lecture, 9 lab, 0 clinical/other, 12 total contact hours

The 160-hour CDL A license course meets all Illinois requirements. Includes permit test, pre-trip inspections, yard skills practice, highway driving and road tests. Students demonstrate the CDL laws, use of controls, safe driving techniques and defensive driving. Hazmat endorsement optional with additional \$89.50 paid directly to vendor providing service. Successful completion allows individuals to sit for the Illinois CDL A exam. Courses start every Monday at one of our locations.

LCE 8000 - Career Exploration – What Career Is Right for You? (1 Credit)

1 lecture, 0 lab, 1 total contact hours

Provides a fundamental introduction to academic areas of interest. Focuses on career degrees and certificate programs. Instructs students to identify their career attributes through self-assessment and learning about various occupations that fit their unique career needs.

LCE 8011 - Forklift Operator (1 Credit)

1 lecture, 0 lab, 1 total contact hours

This course is designed to provide students with the tools and resources needed to become safe and effective forklift operators. Upon completion of the program, students will have working knowledge of the basic use of lift truck as well as the ability to safely inspect and operate lift trucks. The curriculum includes theory and practical training. Upon successful completion, students receive a National Safety Council Forklift operator card and Certificate of Completion from Harper College.

LCE 8012 - Class B Vehicle Training Test Prep (2 Credits)

2 lecture, 0 lab, 2 total contact hours

Provides students with the tools and resources needed to sit for the General Knowledge, Passenger and Air Brakes written Examinations as administered by the Illinois Secretary of State, Commercial Driver's License Division. Helps students gain a thorough understanding of the current laws, rules, and regulations that govern the operation of a Class B Commercial Motor Vehicle. Requires that students complete a pre-test to determine their mastery of instructions provided and their preparedness for State exams, which is required prior to sitting for the written examination.

LCE 8013 - Truck Driver Training 240 (10.5 Credits)

3 lecture, 15 lab, 18 total contact hours

The 240-hour CDL A license course meets all Illinois requirements of 160 training hours plus 80 additional hours. Includes pre-trip inspections, yard skills practice, highway driving, road tests, in addition to advanced trip planning, logs/other documentation, plus advanced cargo handling and shipping. Students can obtain doubles and triples and tanker endorsements. Hazmat endorsement optional with additional \$89.50 paid directly to vendor providing service. Courses start every Monday at one of our locations.

LCE 8016 - Truck Driver Training 160 (7 Credits)

3 lecture, 9 lab, 12 total contact hours

The 160-hour CDL A license course meets all Illinois requirements. Includes permit test, pre-trip inspections, yard skills practice, highway driving and road tests. Students demonstrate the CDL laws, use of controls, safe driving techniques and defensive driving. Hazmat endorsement optional with additional \$89.50 paid directly to vendor providing service. Successful completion allows individuals to sit for the Illinois CDL A exam.

LCE 8019 - Library Assistant (2 Credits)

2 lecture, 2 total contact hours

Prepare to work as a library assistant. Learn about library organization and operations, including how materials are ordered, processed, and cataloged. Discuss various library automation systems. Gain insight into how materials are shelved, circulate, and removed from circulation. Become informed about patron and library expectations. Library assistants may work part-time or fulltime. Includes all materials.