



CountyWise Classes

County of Santa Clara
Employee Development
<http://training.sccgovatwork>
299-6889

October and November 2009

# 162 Co Worker Today - Boss Tomorrow	10/13/09
# 319 Microsoft Outlook 2003 Level 2	10/14/09
# 167 Coping With Grief and Loss	10/19/09
# 168 Leadership	10/20/09
# 169 Writing for Fun and Health	10/20/09
# 171 Medical Qigong for Beginners II	10/22/09
# 172 Telephone Etiquette	10/23/09
# 173 Performance Appraisal for SEIU Local 521	10/23/09
# 174 Fitting In Fitness	10/27/09
# 176 Leadership	10/29/09
# 177 The Three Stages of Parent Care	11/3/09
# 179 Healing Customer Relationships	11/4/09
# 321 Microsoft PowerPoint 2003, Level 2	11/4/09
# 322 Microsoft PowerPoint 2007, Level 1	11/5/09
# 409 Healthy Holiday Parties	11/5/09
# 323 Principles of Effective Website Design	11/6/09
# 180 Working Together Workshop	11/9/09
# 181 Stretch and Relaxation	11/9/09
# 183 Dread Speaking No More	11/12/09
# 184 Time Mastery	11/17/09
# 186 The Goof Proofer	11/18/09
# 188 Performance Appraisal for CEMA Employees	11/19/09
# 189 Performance Appraisal for SEIU Local 521	11/19/09
# 190 Success Over Stress	11/19/09
# 191 Preventing Diabetes	11/19/09
# 194 Successful Starting Supervisor	11/24/09
# 196 Dealing With Difficult People	12/2/09