

2015-16 AFTER SCHOOL AND ADULT CLASS SCHEDULE

MARIN REGIONAL OCCUPATIONAL PROGRAM

Business Office Technology (BOT)

*Marin Employment Connection, 120 N. Redwood Drive, San Rafael – 2nd Floor, Room E211
Monday through Friday - 9:00 a.m. - 12:00 p.m.*

Adult.

This program offers job training in a variety of basic office skills, including the use of technology in the modern office environment. Instruction and course work is offered in basic entry-level business skills, as well as in more advanced and specialized training. Advanced course work requires previous office experience or pre-requisite training. Tuesday, Thursday, and Friday Workshops include Microsoft Office 2013 (featuring Word, Excel, and PowerPoint), Outlook/Office 365 for Business, LinkedIn (including introduction to Twitter), and Project Based Learning.

Construction

*Redwood High School, 395 Doherty Drive, Larkspur
Starting 13, January 2016 - Wednesdays, 5:00 p.m. - 9:00 p.m.*

High School and Adult.

This course covers flooring, framing, plumbing, electrical, sheet rock, windows, doors, cabinetry, roofing, blueprint reading, and the use of hand tools. Demonstrations by master craftsmen, construction projects, and opportunities for placement will be provided.

Engineering

*Marin ROP Media Center, 1115 – 3rd Street, San Rafael
Monday through Friday, 4:00 p.m. - 6:00 p.m.*

High School.

This course enables students to learn how to develop and program robotic creations using craftsmanship and an understanding of physics as applied to the design and construction of engineering projects such as motors and custom body designs. Do It Yourself modeling is included in the program, in which students may build projects for display.

Media Production

*Marin ROP Media Center, 1115 – 3rd Street, San Rafael
Monday through Friday, 4:00 p.m. - 6:00 p.m.*

High School.

This course enables students to learn the foundations of multimedia design and become skilled at using Adobe software to design illustrations and graphics for video, web, and print including music production and sound engineering. Basic and advanced levels of instruction are available.



Marin County Office of Education

Mary Jane Burke, Marin County Superintendent of Schools

The Marin County Office of Education Regional Occupational Program prohibits discrimination and/or harassment on the basis of actual or perceived race, religion, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, sex, or sexual orientation in any of its policies, procedures, or practices in compliance with Title VI of the Civil Rights Act, Title VII of the Civil Rights Act, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, the California Fair Employment and Housing Act, and the Age Discrimination Act of 1975.

Marin Regional Occupational Program

(415) 499-5860

<http://www.marinschools.org/rop>