

CACT (Center for Applied Competitive Technologies) Training Classes

☐ CONTINUOUS PROCESS

IMPROVEMENT/PROCESS MANUFACTURING

- Benchmarking
- Continuous Process Improvement (CPI)
- Defect Analysis & Reduction
- Design for Manufacturability
- Design of Experiments (DOE); Advanced DOE
- Engineering Statistics & Data Analysis
- Failure Mode & Effects Analysis (FMEA)
- Fiber Optics
 - Basics
 - Applications & Installation:
 - Lucent Application
 - Applications & Installation:
 - 3M/AMP/VALDOR/SIECOR Specialization
 - Fusion Splicing
 - Fundamentals & Applications
 - Category 5 Application & Installation
 - Fiber Optics/Category 5
 - Networking & Design
- Five S - Workplace Organization & Visual Control Workshop
- Geometric Dimensioning & Tolerancing (GD&T)
- Kaizen Training and Implementation
- Lean Manufacturing
- Organization Transformation and Cultural Change
- Problem Solving
- Process Flow Analysis
- Process Improvement Teams
- Process Mapping
- Process Qualification & Validation
- Quality Assessment
- Quality Function Deployment
- Root Cause Analysis
- Service Quality Tools and Applications
- Six Sigma Training and Implementation Consulting
- Statistical Process Control (SPC)
 - SPC for Manager
 - SPC for Variables Data
 - SPC for Attributes Data
 - SPC for Production Associates
 - SPC Using Criterion Software
 - Measurement Systems Analysis (MSA)
- Supply Chain Management
- Total Quality Management
- Vocational English as a Second Language (VESL)

☐ ADVANCED QUALITY SYSTEMS

- ISO 9001-2000; ISO 14000; ISO OSD 20-20
- Lead & Internal Auditor Overview and Training
- Lead Assessor Training
- Preparation for Certification
- Quality Systems Documentation
- Supplier Quality Management

☐ MACHINING AND METROLOGY

- Basic Math for Manufacturing
- Basic Shop Skills and Tools
- Blueprint Reading; Advanced Blueprint Reading
- Computer-Aided Numeric Control (CNC)
- Design for Sheet Metal Manufacturability
- Geometric Dimensioning and Tolerancing (GD&T)
- Health and Safety
- Inspection Techniques (Precision Measurement)
- Machining Inspection
- Programmable Logic Controllers (PLC)
- Sheet Metal Design and Processes

☐ ELECTRONIC MANUFACTURING

- Electrostatic Discharge Control (ESD)
- Hand Soldering & Final Assembly
- IPC-A-610 Instructor Training & Certification; Re-Certification
- IPC-A-610 Worker Proficiency Training & Certification; Re-Certification
- IPC-J-STD-001 Instructor Training & Certification
- IPC-J-STD-001 Operator Proficiency Certification

☐ PRODUCT DESIGN

- Auto CAD
- Pro E
- Solid Works

☐ MANAGEMENT AND SUPERVISORY SKILLS

- Budget and Finance
- Business Writing for Results
- Business Process Management
- Change Management
- Coaching for Performance
- Communication Skills
- Conducting Job Interviews
- Conflict Management
- Customer Service
- Dealing With Difficult People
- Ethics and Integrity
- Goal Setting
- Leadership Development
- Legal Concerns for New Supervisory Skills
- Managing the Multicultural Workforce
- Managing Multiple Responsibilities
- Meeting Management
- Mentoring and Coaching
- Motivation and Morale
- Navigating Change
- Needs Assessment

☐ PROFESSIONAL DEVELOPMENT

- Administrative Support Skills
- Building Customer Satisfaction
- Career Self Assessment
- Dealing with Difficult Colleagues
- Ergonomics
- Finance for Non-Financial Managers
- Introduction to Marketing
- Problem Solving and Decision Making
- Managing Negativity in the Workplace
- Managing Stress
- Nutrition and Wellness
- Presentation Skills
- Preventing Workplace Violence/Harassment
- Reading for Key Information
- Time Management

☐ COMMUNICATION

- Business Writing Skills
- Cross-Cultural Communication
- Effective Communication in the Workplace
- Effective Email
- Feedback Skills
- Individualized Writing Tutorials
- Language Classes for the Workplace
- Listening Skills
- Proofreading and Editing
- Technical Writing
- Writing Performance Appraisals

☐ ENGLISH AS A SECOND LANGUAGE (ESL)

- Individualized ESL Tutorials
- Special ESL Programs for Professionals
- Vocational ESL
- Grammar and Writing for Non-Native Speakers
- Presentation Skills for Non-Native Speakers
- Accent Modification
- Speaking the Customer's Language
- Understanding American Business Practices

☐ ON-LINE EDUCATION

- Over 270 Courses offered in Computer Skills, Professional Development, Writing, Legal, Health & Fitness, and many more. Cost is \$99 per 6-week course. Go to: www.deanazacact.org and click "on-line learning."
- On-Line Six Sigma Certification
 - Six Sigma Green Belt
 - Six Sigma Black Belt

☐ COMPUTER SOFTWARE AND PROGRAMMING

- Microsoft Office
- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Access
- Microsoft FrontPage
- Adobe FrameMaker
- Adobe Photoshop
- C Programming
- C++ Programming
- Java
- Perl
- Microsoft Visual Basics
- Microsoft Windows
- UNIX
- Linux

☐ PUBLIC & FACILITY SAFETY TRAINING

- Emergency Response Plan
- Emergency Management System
- Homeland Security Education
- Hazardous Materials Management
- Corporate Security Plan
- Small Business Security
- Workplace Violence Prevention
- Criminal Investigation
- Earthquake Preparedness
- First Aid - CPR
- Anti-Terrorism Education
- Crime Prevention
- Home & Personal Security
- Self Defense
- Defensive Driving