

LCE CE Career Exploration

LCE 0005 Professional Meeting/Event Planning (1.5-0) 1.5 crs.

Explores roles and responsibilities, budgets, program planning, speakers, site inspection, site selection, negotiations and contracts, risk management issues, marketing, exhibits, sponsorship, registration, transportation, catering, audiovisual, technology and legal issues.

LCE 0007 Private Investigation Training (1-0.5) 1 cr.

Develops investigative and research techniques for pursuing a career as a private investigator. Includes professional surveillance, legal guidelines, missing persons and research regarding the most common encountered types of investigations. Taught by a licensed professional, this course satisfies IDPR requirements. Successful students are qualified and eligible to apply for the Permanent Employee Registration Card (PERC), the first step to becoming a licensed private investigator.

LCE 0008 Professional Wedding Consultant (1-0) 1 cr.

Provides information about negotiations, contracts, vendors, etiquette, wedding insurance, décor, destination or theme weddings, and cultural protocol. Provides marketing information for both self and business. Includes the completion of a project portfolio.

LCE 0009 Event Design (0.5-0) 0.5 crs.

Provides students with a comprehensive introduction to event design including the elements of lighting, furniture, products, landscaping and fashion.

LCE 0010 Truck Driver Training 240 (3-15) 10.5 crs.

Provides 240 hours of CDL-A Illinois license requirements. Includes pre-trip inspections, yard skills practice, highway driving and road tests, advanced skills and planning, plus endorsements.

LCE 0011 Truck Driver Training (3-9) 7 crs.

Includes classroom, yard, and over-the-road experience leading to a Class A license. Includes 40 hours of classroom instruction and 120 hours of yard and road skills in a four-week program. Students must attend a mandatory orientation session prior to beginning the course. (Note: Yard and road skills are conducted at Eagle Training Services, Lake in the Hills, IL)

LCE 0012 Library Assistant (2-0) 2 crs.

Teaches library organization and operations. Provides an overview of how to order, process, catalog, locate and circulate library materials. Includes conflict resolution and customer service. Provides insight into library automation systems and how library departments interact to meet patron needs. Showcases skills with a completed portfolio. Recommended preparation: Basic keyboarding skills and familiarity with both Microsoft Word and the internet.