

## LCE CE Career Exploration

### LCE 8003 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 8006 Veterinary Assistant (5-3) 6 crs.

Prepares students to work at an entry-level position in a veterinary hospital. Includes veterinary clerical responsibilities, diagnostics, pharmacy, patient treatment, overview of surgery, anesthesia and emergency care, all within the scope of the law. Each topic includes a required clinical practicum at an area veterinary facility; competencies must be demonstrated prior to clinical placement and a preliminary interview is conducted onsite. Students must be at least 18 years old, high school graduate/GED, and proficient in reading, writing, and math. Attendance at an information session is mandatory; background checks and insurance will be discussed.

### LCE 8008 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 8009 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 8010 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 8013 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 8014 Power Selling (3-0) 3 crs.

Focuses upon understanding the sales process and putting it into action. Examines strategies used in building effective relationships, understanding buying motives, properly representing a product or service, and delivering a compelling presentation.

### LCE 8015 CDL Permit Training (2-0) 2 crs.

Provides students with a comprehensive training to prepare for the Illinois Commercial Driver's License (CDL) permit test. Demonstrated knowledge of topics including pre-trip CLP, space management turns, transporting and combination vehicles

### LCE 8016 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 8017 Truck Driving Tanker Training (1-1) 1 cr.

Provides students with a comprehensive study of tanker truck operations. Includes over the road training and observation as well as specific issues and requirements. NOTE: Students must hold a valid Commercial Driver's license (CDL).

### LCE 8018 CDL: Train the Trainer (2-0) 2 crs.

Fulfills the national on-going need for Commercial Driver's Licensed Class A drivers. Includes curriculum and teaching model as a standard template of best practices for CDL training, FMCSA regulations, use of double trailers and hazmat endorsement.

### LCE 8019 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.

### LCE 8106 Dog Grooming Assistant Part 1 (1.5-4) 3.5 crs.

Provides students with a comprehensive introduction to professional dog grooming. Includes knowledge of dog groups, dog breeds, breed standards, grooming safety, and positive handling techniques. Information from Dog Grooming Assistant Part 1 and 2 will be integrated.

### LCE 8107 Dog Grooming Assistant Part 2 (1.5-4) 3.5 crs.

Provides students with the skills to become an assistant dog groomer. Includes knowledge of grooming safety, product selection, dog bathing and drying, nail clipping and filing, ear cleaning and plucking and external anal gland expression. Information from Dog Grooming Assistant Part 1 and 2 will be integrated.

### LCE 8108 The Human and Animal Bond and Animal Careers (3-0) 3 crs.

Provides students with a comprehensive introduction to careers involving the human-animal bond including Anthrozoology, the psychological perspective describing the paradox of human-animal relationships and examining what the bonds teach us about our humanity and relationship to nature.

### LCE 8109 Auctioneering 101 (2-0) 2 crs.

Provides students with a comprehensive introduction to auctioneering. Includes bid calling, set-ups, contracts, ethics, real estate basics, laws, and personal property appraisals. Prepares students to sit for the Illinois Auctioneer exam.