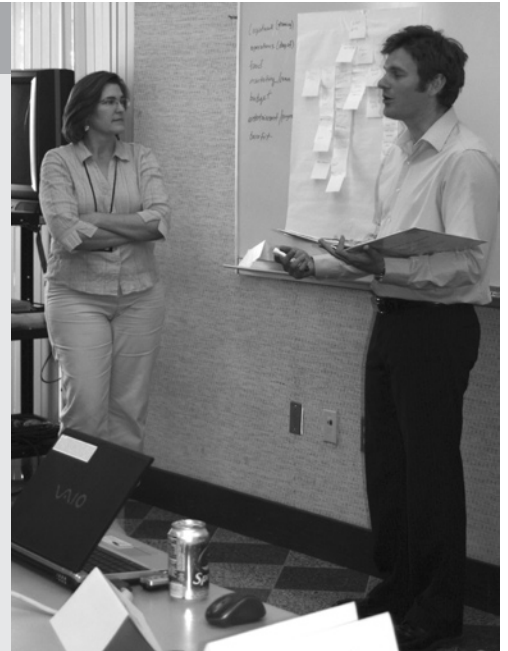


## Practical Project Management

The City of Roseville ([www.roseville.ca.us](http://www.roseville.ca.us)) located in Placer County, is home to over 106,000 residents and numerous employers providing over 80,000 jobs. This business-forward city arranged for Sierra College to offer a five session practical project management program. The goal was to teach employees how to build a team, develop a plan, organize the project and execute it.

According to Michele Voelkert, Human Resources Technician, her department received several requests for project management training from IT, fire, utilities, library, finance and other departments. "Our employees loved the course and they suggested that we offer it again so more employees who are involved in projects can take it," said Voelkert. "Sierra College was very responsive and the training came together seamlessly." For more information about customized training, call (916) 781-6288 or go to [www.sierracollegelearning.com](http://www.sierracollegelearning.com).

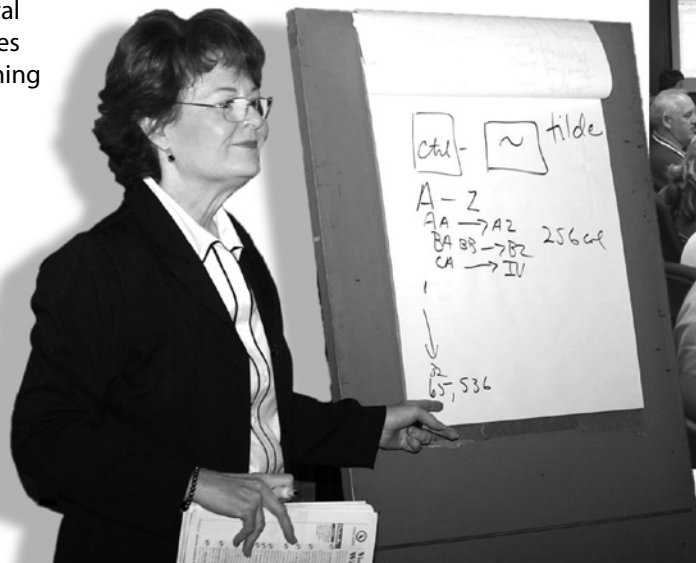


## Mobile Lab Trains Holt Staff in Excel

Holt of California ([www.holtca.com](http://www.holtca.com)) is a Caterpillar dealer offering equipment for earthmoving, agriculture, power systems, material handling and rental in Northern and Central California. When Holt of California moved to a web based reporting system, over 75 employees needed to refresh or enhance their MS® Excel® skills according to Human Resources Coordinator, Dawn Ellison.

Sierra College Training & Development offered the training in partnership with Yuba College. First, an assessment was used to determine skill levels. Then using the CACT mobile computer lab, Sierra College presented several four-hour courses covering beginning to intermediate Excel®.

"It was definitely an advantage that the training was offered at our Pleasant Grove Facility using the mobile lab," said Ellison. "It was less expensive than sending them individually to off-site courses and employees could participate in the classes that addressed their skill levels. The Excel® training has definitely saved employees' time and helped them prepare reports." For more information about customized training, call (916) 781-6288 or go to [www.sierracollegelearning.com](http://www.sierracollegelearning.com).



## Comtek Awarded ETP Training Funds

Comtek Computer Systems ([www.comtekcomsys.com](http://www.comtekcomsys.com)) in Rocklin has secured almost \$400,000 in Employment Training Panel (ETP) funding to use over the next two years to transform their corporate culture and facilitate a Lean-CI implementation (Lean Manufacturing Principles-Continuous Improvement Philosophies). Comtek's primary business focuses on high-end electronics repair and refurbishment, engineering services, information management, and supply chain/logistics services for large OEM's (original equipment manufacturers), electronic manufacturing service providers, logistics providers, and maintenance service organizations.

To assist Comtek in moving to the next business level, executives selected Sierra College Center for Applied Competitive Technologies (CACT) to help them deploy this corporate-wide initiative, facilitate change and train their workforce. Over 250 employees in the region will participate in the training. Some of the classes include Project Management, Team Building Basics, 5S, Value Stream Mapping and others which support the company's transformation to a "Lean Manufacturing" environment explained Tammy Kenber, Comtek's HR Director. "We are excited about the opportunity to partner with our local community college," said Kenber. "With the addition of the state's ETP funding, it is a win-win for the company, Sierra College and the community in which our employees work and live."

## Report Writing Improves

The City of Lincoln ([www.ci.lincoln.ca.us](http://www.ci.lincoln.ca.us)) with over 38,000 residents is one of the fastest growing cities in California and was named a 2006 winner of the All-America Cities Award given by the National Civic League. According to Debbie Lindh, Human Resources Manager, Sierra College worked with the city to customize training in report writing. "The instructor asked for several writing samples including those that we felt were effective, well-written reports," said Lindh. "So he had a very concrete idea of the variation in writing style and what outcome we expected."

"Although most adults are reluctant to take a writing class, the trainer immediately put our employees at ease. His humor and real examples taken from City of Lincoln documents effectively engaged our staff," said Lindh. "The end result is that we've raised the bar. Our reports have more fluidity and are more consistent in style and format after presenting this class." For more information about customized training, call (916) 781-6288 or go to [www.sierracollegelearning.com](http://www.sierracollegelearning.com).

## Supply Chain Management Series

If you are involved in production, inventory management, operations, procurement, materials management or purchasing, you'll want to enhance your supply chain management skills through a series of five courses, starting in September in Roseville. The class can also help you prepare for APICS Certification in Production & Inventory Management. For information go to [www.sierracollegelearning.com](http://www.sierracollegelearning.com) or call Carol Pepper-Kittredge at (916) 781-6288.

## PASCO Donates Mill

Roseville-based PASCO ([www.pasco.com](http://www.pasco.com)) designs, manufactures and services the highest quality products for science educators worldwide. Jay Bietz, PASCO's IT and Facilities Manager (and former Industrial Arts teacher) recently arranged for the company to donate a hand operated vertical mill to the Lincoln High School iDesign CAD/CAM program. Sierra College CACT secured a grant to develop the iDesign program to attract students to Science, Technology, Engineering & Math (STEM) education and technical careers.

"PASCO is very supportive of furthering science and technical education in our communities," said Bietz. "This mill was used in the R&D lab for pre-design work. We are delighted that the tool can be put to good use. Once the students get the feel of using the manually operated mill, the CNC programming will make a lot more sense." For more information about the iDesign program, contact Connie Raynor at (916) 798-5231, go to [www.LHSiDesign.com](http://www.LHSiDesign.com) or comment on the blog at [www.LHSiDesign.com/blog](http://www.LHSiDesign.com/blog).

