



# Shin Shin Training Center

2090 Warm Springs Ct. #100

Fremont, CA 94539

Tel: (510) 259-9696, Fax: (510) 259-9722

## **Shin Shin Training Center**

### **Course Catalog**

**2011**



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## About Our School

Shin Shin Training Center was established in 1998 specializing in technical training programs in SAS programming/Data Analysis, Oracle database and Oracle applications. These programs have enhanced the livelihoods of the students, giving them more job opportunities, chances for promotions, and the possibility to go beyond what they dreamed or imagined. Through the years, Shin Shin realized the economic climate changes rapidly – and along with it the increased demand on to get, keep and excel in a job.

Shin Shin recognized that having the skills for the job are not enough. What is needed is a complete system of classes and counseling to help people manage their academic and career cycles and stay ahead of market demands. Recognizing the need, Shin Shin has expanded its offerings to manage the critical points of life: getting into college, excelling at a job, and providing ongoing learning to help you advance and keep the competitive edge. We are dedicated to help you get to the next academic or career opportunity of your life.



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## Services

### 1. Career-focus training program:

Our programs are designed for those who have been out of job and want to get back to work or who want to gain more knowledge and take their career to the next level. We always hire instructors who have rich experience not only on teaching but also on working in the same field. Students will get the initial experience or in-depth skills through real projects that provided by instructors.

### 2. On site learning:

For General Building Construction Class, we arrange students to construction site and their learning can see it first-hand rather than just hear about it in a lecture. This makes it easier to understand what is being taught.

### 3. Career assistance:

When class is almost completed, Shin Shin will invite our former students who are employed to come and meet with our current students. In the meeting, they will share their job hunting experience and working experience. It establishes a network between the previous students and current students. We also have a professional to assist graduated students on their resume and follow up their job search as well. We make every effort to successfully place our students in their career field they seek.

### 4. Authorized Prometric Test Center:

Shin Shin is an authorized test center by Prometric. We carryall IT certificate exams. Certification exams on both of Oracle and SAS are very popular. Our courses are designed to help students gain knowledge, hands-on experience, and to pass certification exams. .

### 5. Class Video:

School staff will record every class. If students miss a class or want to review one, the teaching video is available in the school.



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### 6. Retake Policy:

Our student can retake the course without charge within 1 year.

### 7. Lab:

Our Lab is open from Monday through Friday between 9:00am and 5:00pm. During lab hours, students can practice and watch class videos. We also have TAs available for assistance.



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## Training Program List

Applied Computer Training (Introduction)

Computer Drafting with AutoCAD

General Building Construction

Oracle Database Administration

Oracle Financial Application

Residential Design

SAP R3 Functional Course

SAS Programming and Real Case Analyze



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## Applied Computer Training

### **Who Should Enroll**

Regardless of people's experience and position, everyone should have some level of proficiency in personal computing skills in their current job and maintain their competitiveness for career advancement. This series of intro of PCs training course is designed to those people who have little or no computer knowledge and want to get full benefit of using PC.

### **Course Description**

This series of intro to PCs training course provides from application software to operating systems to the internet. This course spans a wide range of skill sets and caters to variety of interests. The most useful topics covered in this training course are Microsoft Operating Systems, Suit Word Processing, Spreadsheet, Presentation Graphics, Database, Internet, GroupWare, Web Design and hand-on experience that develops real-world skills applied to various job fields.

### **Career Opportunities**

Upon successful completion of the course, students should be comfortable and confident to take challenge in their career search in many fields.

### **Program Topics**

- Computer Fundamental
- Computer in Office
- Computer in Financial
- Computer in Warehouse
- Computer in Management
- Computer in Web Design

### **Time and Schedule**

Approximately total 240 hours

Sunday: 9:00am-3:00pm

### **Instructor**

Xiaoshan Liu

### **Textbook**

Materials provided by instructor reference to Microsoft training menu.

### **Reference Books**

Microsoft Windows Operating System Essentials by Tom Carpenter

Exploring Microsoft Office 2007 Vol. 1 (3rd Edition) by Robert T. Grauer

Exploring: Getting Started with Microsoft FrontPage 2003 by Gretchen Marx

Teachers use overhead-project and black board. Each student has individual PC including 15" LCD monitor and computer software.



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## SAP R3 Functional Course

### **Who Should Enroll**

This course is designed for individuals who enjoy working with the functionality of R/3, or business users to be both confident and proficient in the use of all the main navigational features and system functionalities of SAP.

### **Course Description**

This course is an introduction to the concepts and foundations of enterprise-resource planning systems and their role in modern organizations. Students will receive basic hands-on experience with a current ERP system, such as SAP R/3, and will utilize a series of exercises to explore how these systems are configured based on organizational structures and business process definitions.

### **Career Opportunities**

Career options for SAP consulting expertise for any area related to an SAP implementation including Basis and System Administration, Functional and Configuration expertise, ASAP analysis, and project management.

### **Program Topics**

- Course Overview
- Navigation
- Overview of Financial Accounting
- General Ledger Accounting
- Accounts Receivables
- Accounts Payable
- Asset Accounting
- Overview of Controlling

### **Time and Schedule**

Approximately total 150 hours.

Monday, Thursday 7:00pm -10:00pm

### **Instructor**

Kevin Chen

### **Textbook**

Materials provided by instructor reference to Certified SAP R3 FUCa training menu.

### **Reference Books**

*SAP R/3 Change and Transport Management: The official SAP Guide* by Sue McFarland Metzger, et al

*SAP R/3 System Administration: The Official SAP Guide* by Liane Will

*SAP R/3 Administrator's Handbook* by Jose Antonio Hernandez

*Basis Administration for SAP* by Robert E. Parkinson, et al

Teachers using overhead-project and blackboard, students using PC and Sun Unix Systems. Each student has one computer.



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## SAS Programming and Real Case Analyze

### **Who Should Enroll**

This course is geared to the students who look for careers in SAS programming, data manipulation and analysis, and statistical modeling in the financial industry. Students who are working but not savvy in their SAS skill or who are looking for career in pharmaceutical industry can also benefit tremendously.

### **Course Description**

This course focuses on the following key areas: reading raw data files and SAS data sets and writing the results to SAS data sets; subsetting data; combining multiple SAS files; creating SAS variables and recoding data values; and creating listing and summary reports.

### **Career Opportunities**

Upon successful completion of the course, students should be comfortable and confident to take challenge in their career search or development, as demonstrated by successful employment landing by formal students in the class.

### **Program Topics**

- Accessing Data Using SQL
- Creating Data Structures
- Managing Data
- Generating Reports
- Macro Processing
- Advanced Programming Techniques
- Real Life SAS Applications

### **Time and Schedule**

Approximately total 150 hours

Saturday: 3:30pm -9:30pm

### **Instructor**

Hong Gu

### **Textbook**

Materials provided by instructor reference to SAS Programming training menu.

### **Reference Books**

*SAS Programming by Example* by Ron Cody, Ray Pass

*Applied Statistics and the SAS Programming Language* by Ronald P. Cody, etal

*A Handbook of Statistical Analyses Using SAS* by Brian S. Everitt, Geoff Der

*Professional SAS Programming Shortcuts* by Rick Aster

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## Computer Drafting with AutoCAD

### **Who Should Enroll**

This course is designed for those people who have little or no experience with computer drafting software AutoCAD and are preparing for career in drafting or related fields, by using AutoCAD for architectural drawings.

### **Course Description**

This course introduces students to the process, tools, and methodology of computer drafting with AutoCAD, the world's leading software for design & drafting. The course will focus on core AutoCAD concepts as well as more advanced functions and design techniques. This course will teach you to utilize line types and line weights to simplify the appearance of the drawings on your screen and to produce 2-D drawings, alter them, dimension them, and also learn to use color plotter to produce hardcopies of drawing.

### **Career Opportunities**

After successful completion of this course, students will have a good understanding of AutoCAD as it is used in the Architecture profession and are ready to explore for their career as AutoCAD drafter.

### **Program Topics**

- A Brief Introduction to AutoCAD
- AutoCAD Environment
- Drawing Commands & Drawing Aids
- Drawing Edit and Query Commands
- Blocks, Layers
- Cross Referencing of Files (XREF)
- Text and Dimensioning
- Templates and Plotting
- Projects

### **Time and Schedule**

Approximately total 240 hours.

Sunday 9:00am -3:00pm

### **Instructor**

Gary Kuo

### **Textbook**

Materials provided by instructor reference to AutoCAD training menu.

### **Reference Books**

*AutoCAD 2006: One Step at a Time -Part I and Part II* by Timothy, Sean Sykes

*Residential Design Using AutoCAD 2006* by Daniel John Stine

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## General Building Construction

### **Who Should Enroll**

This course is designed for those people who are looking for a job, or just beginning their career as laborers and helpers, or need to review skills to keep up new technologies in current construction industry.

### **Course Description**

This course provides students with a complete comprehensive presentation of today's residential construction systems, from foundation to roof and from exterior finishes to interior details, including all mechanical and electrical systems. The course covers current construction techniques, materials used, structural systems used, and laws, in residential construction industry, as well as hand-on practice. This course will give students the practical knowledge they'll need to become knowledgeable and skilled workers in the residential construction industry.

### **Career Opportunities**

In today's Silicon Valley housing industry, home improvement and repair construction is continuing to grow faster than new home construction. Therefore, more workers are needed to repair and remodel the existing homes. Upon successful completion of the course, students should be able to start their career in home improvement, home repair, home remodeling, and other related fields.

### **Program Topics**

- Introduction
- Construction
- Law and Business
- Cases Study

### **Time and Schedule**

Approximately total 240 hours

Sunday 9:00am -3:00pm

### **Instructor**

Roini Zhao

John Chiang

### **Textbook**

Materials provided by instructor.

### **Reference Books**

*Building Construction Illustrated. 3rd Edition* by Francis D. K. Ching, Cassandra Adams

*Fundamentals of Residential Construction* by Edward Allen, Rob Thallon

*Miller's Guide to Home Remodeling* by Mark R. Miller, Rex Miller, Glenn E. Baker

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## Residential Design

### **Who Should Enroll**

This course is designed for those people who look for careers in home design or related fields. Participants may have various education backgrounds. (High education is not required.)

### **Course Description**

This course introduces to students design, planning, architectural, and structural specifications of residential buildings, and also provides real cases study with hand-on practices.

### **Career Opportunities**

After successful completion of this course, students will have a good knowledge and be able to use definite criteria to design, sketch and draw various plans for residential buildings. They can pursue their career to help homeowners and people interested in designing aspect of building remodel and improvement of single-family residence to prepare a complete set of building permit and construction documents.

### **Program Topics**

- Course Overview
- Architectural Design
- Structural Design
- Cases Study

### **Time and Schedule**

Approximately total 240 hours.

Sunday 9:00am -3:00pm

### **Instructor**

Gary Kuo

### **Textbook**

Materials provided by instructor.

### **Reference Books**

*Working Drawings Handbook* by Keith Styles

*Architectural Graphic Standards* by Ramsey/Sleeper

*Building Code Illustrated* by Francis Ching

*Design of Wood Structures -ASD* by Donald E. Breyer

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## Oracle Financial Application

### **Who Should Enroll**

This course is intended for students wishing to upgrade or acquire new vocational skills in the fields of Oracle financial Applications design, setup and implementation.

### **Course Description**

The course of study includes a foundation database programming, Oracle form design and application setup. You will learn the essentials of Oracle E-Business Suite; you can develop advanced knowledge in any of the following focus areas: Oracle General Ledger Management, Oracle Account Payable and Oracle Account Receivable.

### **Career Opportunities**

Oracle Finance Application automates and streamlines all your financial business processes for enterprise wide daily business intelligence that lets you make more informed decisions, improve operations, and reduce costs. Specific job areas open to graduates of the program are in Oracle Financial Application development, technical support and accountancy.

### **Program Topics**

- Oracle E-Business Suite Overview
- Oracle General Ledger fundamental
- Oracle Accounts Payables fundamental
- Oracle Accounts Receivables fundamental

### **Time and Schedule**

Approximately total 240 hours.

Monday, Thursday, Saturday 9:30am -4:30pm

### **Instructor**

Ben Chen

Claire Huan

### **Textbook**

Textbook: materials made by teachers reference to Oracle OFA training menu

### **Reference Books**

*Special Edition Using Oracle Applications (Using (Special Edition))* by Jim Crum (Editor)

*Oracle Financials Handbook* by David James, et al

*Oracle Financials 101 (Osborne ORACLE Press Series)* by Raghu Vullaganti

Teachers using overhead-project and blackboard, students using PC. Each student has one computer.



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## Oracle Database Administration

### **Who Should Enroll**

This course is intended for students wishing to upgrade or acquire new vocational skills in the fields of database administration, database application design and programming with database management systems.

### **Course Description**

The course of study includes a foundation database theory and design, and the industry standard database language. The final course in the curriculum is a special project, encompassing all the areas, suitable for job experience and a job portfolio.

### **Career Opportunities**

The use of database system is growing even rapidly than the computer field in general. Specific job areas open to graduates of the program are in database administration and database applications programming.

### **Program Topics**

- Introduction to Oracle: SQL and PL/SQL
- Oracle 11g: Architecture and Administration
- Oracle 11g: Backup and Recovery
- Oracle 11g: Performance Tuning
- Oracle 11g: Network Administration
- Oracle 11g: Real Project

### **Time and Schedule**

Approximately total 210 hours.

Tuesday, Friday, Saturday 9:30am -4:30pm

### **Instructor**

Don Lin

### **Textbook**

Textbook: materials made by teachers reference to Oracle DBA training menu

### **Reference Books**

*OracleS; DBA Handbook* by Kevin Loney, Marlene L. Theriault

*Oracle Advanced PUSQL Programming Vvith CD-ROM* by Sc·ott Urrnan

*Oracle 11g Tips & Techniques* by Douglas Scherer. et at

*Oracle 11g Web Development* by Bradley D. Brown,Brad Brown

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## Shin Shin Training Center Course Price List

Course Name	Course Fee	Registration Fee	Material Fee	
Applied Computer Training	\$5,625	\$75	\$300	
Computer Drafting with AutoCAD	\$5,625	\$75	\$300	
General Building Construction	\$5,625	\$75	\$300	
Oracle Database Administration	\$3,575	\$75	\$300	
Oracle Financial Application	\$4,575	\$75	\$300	
Residential Design	\$5,625	\$75	\$300	
SAP R3 Functional Course	\$4,575	\$75	\$300	
SAS Programming and Real Case Analyze	\$4,575	\$75	\$300	



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## **The following information is important for you to have:**

You are enrolling in the: Shin Shin Training Center

With addresses at:

2090 Warm Springs Court, SUITE 100

Fremont, CA 94539

510-259-9696 <http://www.sshin.com>

This is a private institution and it is approved to operate by the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento California, 95833 <http://www.bppe.ca.gov> (888-370-7589 Fax (916) 263-1897)

Shin Shin Training Center does not have a pending petition in bankruptcy, operating as a debtor in possession , and

The Classes I will be attending will be held at:

2090 Warm Springs Court, SUITE 100 Fremont, CA 94539

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7859 or by (916) 263-1897.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's internet web site [www.bppe.ca.gov](http://www.bppe.ca.gov).

## **ADMISSION REQUIREMENT**

To enroll in any course, an applicant must have good oral and written communication skills in English language. The applicant should have basic computer knowledge. In order to satisfy the admission requirement, a course coordinator will interview verbally with the student to test her/his skills.

## **ENROLLMENT AGREEMENT**

To apply for admission to the course, an applicant is required to take an entrance test and submit an application form before the start of the course.

Upon joining Shin Shin Training Center, a student is given an Enrollment Agreement Package and the administrative staff will go over all the forms with the student. The student will be asked to sign on the Registration form only after understanding and agreeing to the terms and conditions. Both the student and the school keep a copy of the form.

Admission for the course will be based on the prerequisite of the course for which the student is interested in joining. The course counselor will take an oral or written test that is designed to measure the student's ability to be successfully trained to perform the tasks associated with the occupations or job titles to which the program of



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instruction is represented to lead. The student's performance on the test must demonstrate that ability. If a prospective student fails to pass the test than the course coordinator will recommend him to start with a more basic course that will build the foundation.

## **STUDENT'S RIGHT TO CANCEL, WITHDRAW or RETAKE**

Student has the right to cancel this agreement with the school or withdraw from this program, and obtains a refund without any penalty or obligation according to below refund policy. Student also has the right to retake the course for free within one physical year if it has a seat available on that time.

### **Tuition refund policy**

Student can obtain the full tuition (training material is not included) refunded only if (a) *A written cancellation letter from the course should be noticed to school within 5 business day following the day of the first class;* (b) *The course is NOT registered during the promotional period provided by school;* and (c) *The course is NOT registered correspondingly to any governmental requirements.*

### **Refund chart**

After full payment is made course tuition (a) Divide the figure by the number of hours in the program (see below refund chart); (b) Amount adjusted if the student has damaged the facility of the school. A deduction of the fair market value of the damaged item will be included in determining the final amount; (c) Student must return school's equipment within 30 days upon the cancellation notice, if applicable.

Course Name	Tuition	Total Hours	10 %	20%	50%	60%	75%
Applied Computer Training	\$5,625	240	\$563	\$1,125	\$2,813	\$3,375	\$4,219
Computer Drafting with AutoCAD	\$5,625	240	\$563	\$1,125	\$2,813	\$3,375	\$4,219
General Building Construction	\$5,625	240	\$563	\$1,125	\$2,813	\$3,375	\$4,219
Oracle Database Administration	\$3,575	210	\$358	\$715	\$1,788	\$2,145	\$2,681
Oracle Financial Application	\$4,575	240	\$458	\$915	\$2,288	\$2,745	\$3,431
Residential Design	\$5,625	240	\$563	\$1,125	\$2,813	\$3,375	\$4,219
SAP R3 Functional Course	\$4,575	150	\$458	\$915	\$2,288	\$2,745	\$3,431
SAS Programming and Real Case Analyze	\$4,575	150	\$458	\$915	\$2,288	\$2,745	\$3,431

*(Note: Percentage means the course completed)*

## **FEDERAL FINANCIAL AID AND YOUR RESPONSIBILITIES EVEN IF YOU LEAVE**

There is no Federal financial aid and student loan available at Shin Shin Training Center.

## **STUDENT TUITION RECOVERY FUND (STRF)**

Students have certain rights and responsibilities with respect to the Student Tuition Recovery Fund (STRF). It is a State requirement that a student who pays tuition to pay a state-imposed assessment for the STRF. The purpose of



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the STRF is to protect students in case the school closes and cannot return paid tuition to the students once it closes. It acts as like a state administered student funded insurance policy to protect the students. Students are required to pay \$2.50 prorated for every \$1,000 of tuition paid.

## **ACADEMICS/ATTENDANCE/TRANSFERS/TRANSFERRING:**

Attendance is required for all students in all classes. Any missed time must be made up. Make-ups must be arranged with the instructor PRIOR to the absence. A missed class without prior arrangement can result in a failure grade in the class.

**Dismissal:** A student will be dismissed from his/her program of study if meeting either of the following conditions.

1. Failing to meet the requirements for attendance, grades and payment policies.

The dismissal will be conducted by the course coordinator after evaluation of the student progress.

**Dropout:** A student may dropout from courses without any penalty after the first lecture. Refunds for the regular add/drop of course will be processed within 30 days of the student's withdrawal, termination date, or the specified time. The student will remain obligated to the school for all the unpaid tuition, fees, and other amounts charged pursuant to the agreement or otherwise that are not subject to refund.

**Leave-of-absence:** Only allowed with prior notice or in case of emergency. If the student does not show for 2 lecture classes without notifying Shin Shin than he/she will try to make up the missed lecture from other students or try to go over the course material by them. The instructor will not arrange a makeup class for the students from whom they have not received any notice of leave-of-absence from course.

The student's withdrawal or termination date will be the student's last date of recorded attendance at the school. If the school determines, in its sole and absolute discretion, that the student's withdrawal or termination from the program during the course was the proximate result of the student suffering from an incapacitation, such as

1. Illness

2. Accident

3. Death of a close family member or

4. Similar circumstances. The school will determine whether to increase the refund amount specified above of the tuition and fees received by the school from the student for the course.

NOTE: Any outstanding fees owed to the school by the student will be deducted from the tuition refund.

## **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at Shin Shin Training Center is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma you earn at Shin Shin Training Center is also at the complete discretion of the institution to which you may seek to transfer. If the (credits or diploma) that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Shin Shin Training Center to determine if your (credits or diploma) will transfer.

NOTE: Shin Shin Training Center has not entered into an articulation or transfer agreement with any other college or university.



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## FACULTY QUALIFICATIONS

### Instructors for the courses

#### **Ben Chen (Oracle Financial Application)**

From year 1994, I worked with Oracle Consulting Group for the implementation of Oracle Application Release 10.5. main duties included operation analysis, conversions, interfaces & customizations, end user training, technical staff training, conference room pilot, acceptance testing and production support.

#### **Gary Kuo (Residential Design & Computer Drafting with Auto CAD)**

California licensed Architect with over 10 years experience in Architectural design and construction of remodeling, single families, multi-families, and commercial buildings. Experience and knowledge in using AutoCAD software for over 10 years, guide you to perform a complete permit set including site plan, floor plan, elevations, structural framing plans, electrical plans and etc. Master degree from Penn State University. Know-How to complete a project starting from programming, design formation, to construction documents combining structural, electrical, mechanical, and energy calculation components.

#### **Ronin Zhao (General Building Construction)**

Licensed construction supervision engineer. Very strong skills on project management. Over 20 years experience in commercial, and residential construction. 4 years experience in teaching of Residential House Construction course.

#### **Don Lin (Oracle Database Administration)**

Over 15 years of extensive experience of Oracle database management on 7, 8, 8i, 9i, and 10g as lead DBA/Architect. Managing database administrating, development, performance tuning, capacity planning and trouble shooting in the large complex data center environment. Implementing enterprise monitoring systems, backup/recovery strategy, and HA/DR solutions. a SME in the DBA instruction, database architecting, performance tuning, backup/recovery, and consulting.

#### **Hong Gu (SAS Programming and Real Case Analyze)**

Over 10 years of experience in financial industry. Strong analytical and management skills with deep expertise in profiling and segmentation, statistical analyses and modeling, forecasting, marketing strategy analyses, data mining, and MIS reporting. Conducted Clinical Trial Phase III Study, both efficacy and safety study. Certified SAS professional. Strong SAS programming skills. 10 years of experience in SAS teaching.

#### **John Chiang (General Building Construction)**

Have involved in residential construction for last 15 years. Construction consultancy for homeowners and contractors alike for last 5 years. Currently teaching construction- contractor-license-exam prep course. Well versed in traditional and ever evolving new construction techniques. Projects ranged from simple kitchen-bath remodels to new construction of a 4,000sf Spanish revival. His proudest achievement would have been a little house (700sf), with fully equipped kitchen and bath, that he has single-handedly (yes, single-handedly) designed and constructed.

#### **Kevin Chen (SAP R3 Functional Course)**

Senior ABAP consultant with 7 year experience of SAP R/3. Went through several large scale SAP implementation with multi-national clients such as Motorola and Akzo Nobel. Specialized in ABAP programming and support, with good knowledge in MM, PP, and FI. Currently working for SAP America.

#### **Claire Huan (Oracle Financial Application)**

MBA/CPA, over 15 years Oracle ERP experience in Finance / Accounting, Manufacturing and Supply Chain Planning in both business aspect and implementation aspect. She has implemented full-suite financial modules, Oracle Shop Floor management, Oracle discrete manufacturing, and Oracle Supply Chain Management for multi-billion dollar worldwide (multi-currency) companies.



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## **Xiaoshan Liu (Applied Computer Training)**

B.S. Engineering in Information Transmission, Oracle DBA Certified professional (OCP). Over 15 years of experience in computer information and IT industry including Web design, Programmer, Oracle Database Administrator. Over 5 years teaching experience.

## **Facilities**

Shin Shin Training Center has three classroom with air-conditioning (heating and cooling), ventilation, lighting, and laboratory. These facilities are maintained every year and keep them in good condition.

## **Equipments**

For each course, Shin Shin Training Center provides an overhead projector, a wacom pen, and a computer to demonstrate the instructor's slide or description material.

A screen record software is to record every class for students review after a class.

Each student is provided with an individual laptop and software during the class.

The equipment including hardware and software which are used for educational programs are updated.

All computers, software, Wacom pens and overhead projectors are owned by Shin Shin Training Center.

## **CLASS SCHEDULE**

Shin Shin Training Center provides class schedules for course programs several weeks before the start of each course. The classes are primarily conducted on weekday evenings and weekends to allow students to pursue their studies after-work hours. The class schedules and times are officially scheduled at registration before the start of the first session of the course unless designated (TBA) to be announced. No class timings can be changed without prior permission of the Academic Counselor and the course instructor. The lab hours are scheduled separately. Full time administrative personnel are available at the training campuses both day and evening, weekdays and Saturdays to assist the students, instructors and new applicants.