

SANTA MONICA COLLEGE | FALL 2014

COMMUNITY

EDUCATION

& Professional Development



10% Off Art Classes through August 15

See inside back cover for details



Hello Fall! Fun or Career, We've Got It All!



Phlebotomy Certification

Phlebotomy Certification (page 25) starts September 13, and will fast-track you to become a phlebotomy technician!



© Castle Green

Castle Green Tour and Lunch

Christmas at Castle Green with Tea Lunch (page 15)

Sunday, December 7, 2014

Normally closed to the public, for one afternoon a year take a tour to see this beautiful landmark get dressed up for the holidays and get you and yours into the holiday spirit! The included tea lunch is a great way to celebrate the holiday with friends and loved ones.



Develop expertise in your desired career field with our online **ed2go** classes (page 31). Enroll any time and learn in the convenience of your own home!



© Andy House

Photography Classes

Capture the moment with our Photography classes (pages 6-7), from **Basic Photography** to **Beyond Basic Photography**, you will gain the knowledge to capture priceless images like a pro. Practice makes perfect—practice what you learned in the classes with **Malibu Photo Walk** and **On the Street with Your Camera**, and your precious images might end up in our class schedule. Want to become a professional photographer? **The Business of Photography** workshop (page 21) will teach you the basics to get your started.

One-Day Employment Skills Workshops

- > **Intro to QuickBooks** (page 21)
- > **Fundamentals of MSExcel – Creating Spreadsheets (PC only)** (page 24)
- > **MSWord and MSExcel for the Job Market** (page 24)
- > **Computer, Internet and Email Basics for the Everyday** (page 24)
- > **Become a Notary & Renew as a Notary in One Day** (page 27)

Front Cover: Glass Fusing (from left) blue glass bowl by Joanne Silver; cobalt plate by Amy Kivnick; and pink/red small glass by Aly Wilkins. © Photo by Gloria Novi.



SANTA MONICA COLLEGE

COMMUNITY EDUCATION

FALL 2014



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ABOUT COMMUNITY EDUCATION

To meet the lifelong learning needs of the community, SMC Community Education offers hundreds of classes to individuals who wish to explore their personal interests or enhance their careers. Our low-cost, not-for-credit Community Education courses are designed to enrich lives through hands-on workshops and lively classes in art, writing, dance, and many other areas, with special classes for children and teens. Our fee-based professional development and continuing education programs and seminars strive to promote career development and professional training and certification. Classes on a wide range of topics are also offered online. For more information, please visit our website at comm.ed.smc.edu or call the SMC Community Education office at (310) 434-3400.

HOW TO REGISTER FOR CLASSES:



ONLINE

comm.ed.smc.edu



PHONE

310-434-3400



EMAIL

CommEd@smc.edu



FAX

310-434-3409



MAIL

SMC Community
Education
1900 Pico Boulevard
Santa Monica, CA
90405



VISIT

SMC Bundy Campus
3171 S. Bundy Drive,
Room 112
Los Angeles, CA 90066
8:30 am to 5 pm, M-F

PERSONAL INTEREST

Our Personal Interest courses are a great way to explore and develop new or longtime personal interests and hobbies, as well as prepare to take that next step in your personal and family projects.

Art

Please note: Most art classes require students to provide their own supplies. These are NOT included in the course fee, unless otherwise noted. A supply list will be sent with your confirmation.

Glass Fusing:

Big Ideas for Small Projects

Discover how to use fused glass to create jewelry, holiday ornaments, suncatchers, and other small items. Learn about glass choices, preparation, cutting, and composition, and find out how to do basic wire wrapping, gluing, and jewelry assembly. Experiment with the materials, then apply your own distinctive style to the pieces you create. Materials fee \$50 at class covers basic tools and various types of glass and other materials. Advanced students with tools pay \$15 materials fee at class.

\$219 | Terri Bromberg
SMC Main Campus, Art 124

Fri 9:00a – 2:00p Sep 5 – Oct 3
Fri 9:00a – 2:00p Oct 10 – Nov 7

Cartooning for Fun (& Profit)

Would you like to be a cartoonist? Ever wonder how your favorite cartoons get into national publications? Introduce yourself to every facet of the cartoon art process, from concept to finished product. Through lectures, in-class demonstrations, and hands-on training, you'll learn the techniques of professional cartooning, including a variety of drawing and inking methods, character development, gag-writing, and marketing.

\$79 | Neal Yamamoto
SMC Bundy Campus, Room 435
Sat 10:00a – 12:00p Sep 6 – Oct 11

The Creativity Workshop – Healing & Transformation Through Creative Arts

Find out how to integrate visual art with writing and movement for personal growth and professional advancement. Reduce stress and increase work and personal satisfaction by exploring the arts in a supportive setting. Rejuvenate yourself and witness the profound creativity within

each person participating in this workshop, including you! The expressive arts provide an active, in-depth, and vivid avenue for well-being and personal expression. The processes covered in this workshop are valuable in therapeutic settings. This workshop is designed for all levels of creative experience, and will be held at a local private studio (address will be provided at registration). Materials fee \$10 at class.

\$129 | Patrisha Thomson
Thomson Art Studio, Art Studio

Wed 6:30p – 9:30p Sep 24 – Oct 29



Mosaic Art

Introduction to Mosaic Art

Acquire the skills to create mosaic art. As you custom-decorate a small flowerpot with your choice of ceramic, glass, bead, stone, shell, and other materials, learn about the history, design, styles, and cutting techniques used in mosaics. Supply list provided at registration. Continuing students who would like to create a different kind of mosaic piece should contact the instructor prior to class start date. Materials fee \$40 for first time students/\$20 for returning students.

\$125 | Carmelo Fiannaca
SMC Main Campus, Art 124

Sat 9:00a – 1:00p Oct 18 – Nov 15

Japanese Calligraphy in Multi-Art Forms

Discover the exciting field of Japanese calligraphy. Develop your artistic skills with traditional tools and the instructor's unique teaching methods. Explore the historical background of this beautiful art form through the incorporation of Japanese poetry, dance movements, and music. "It will center you and delight all your six senses!"

\$95 | Kazuko
SMC Main Campus, Art 118

Sat 2:30p – 5:30p Oct 18 – Nov 15

Basic Inking for Comics & Cartoons

No comic or cartoon is truly finished until it's been inked. Inking adds that all-important layer of clarity, depth, and "believability" to penciled art. In a hands-on course that demystifies the process, learn the basic inking techniques most commonly used for cartoons and comic books. Students with all levels of drawing skills are welcome, but novices may wish to take Creating Comics & Graphic Novels first. Remember: It's not over until the ink is dry! Materials fee \$5 at class.

\$79 | Neal Yamamoto
SMC Bundy Campus, Room 435
Sat 10:00a – 12:00p Oct 18 – Nov 22

Art Experiences for Non-Artists

Experience how it feels to be an artist. Let a gentle specialist in healing creators' block guide you through step-by-step drawing, painting, and creativity exercises in a relaxing, supportive, fun atmosphere. Feel the incredible high of finding the secrets that awaken the art maker innate in us all! If you're an absolute beginner—or someone who's become separated from your art—here's the class to begin your art journey! If you're an 'Art Experiences' grad, come reconnect or step up to your next level! Bring a 6B drawing pencil and a sketchbook of any size to class.

\$99 | Marey Barthoff
SMC Main Campus, Art 126
Sat 1:00p – 4:00p Nov 1 – Dec 13*
*No class on Nov 29.

PAINTING

Painting in Watercolor – Level 1

Come try your hand at a wonderful art form with subtle nuances and spontaneity, as well as brilliance and control. Learn traditional watercolor techniques through invaluable demonstrations that will give you a solid foundation. Watercolor is a medium that's not as unforgiving as you might think, so come find out about some surprising tricks that will wash away those fears!

\$99 | Freddie Manseau
SMC Main Campus, Art 102
Sun 10:00a – 1:00p Sep 7 – Oct 12
Sun 10:00a – 1:00p Oct 26 – Dec 7*
*No class on Nov 30.

Painting in Watercolor – Level 2

Join a class designed for those who wish to improve and guide their watercolor techniques toward a more personal and creative direction. In a supportive, constructive, and stress-free environment, learn how to achieve desired effects that will enhance previous painting attempts, and

find out about effective methods for attaining more satisfying results with new projects.

\$99 | Freddie Manseau
SMC Main Campus, Art 102
Sun 2:00p – 5:00p Sep 7 – Oct 12
Sun 2:00p – 5:00p Oct 26 – Dec 7*
*No class on Nov 30.

Exploring Oil Painting: Interpretations from the Masters & Other Sources

Explore various ways of interpreting color, paint, brushstrokes, and composition, and how to apply them to your own creations with the challenge of oils. All skill levels can benefit from this hands-on course, and no prior experience using oils is required. Bring to first class meeting: powder pastels, soft vine charcoal, single-edged razor blade, typing paper, a 9x12-inch sheet of cardboard, and push pins. If you have prior drawing or painting experience, bring along 2 photos of your work. Textbook: 'Matisse (Perfect Squares)' and bring to first class (Approx. \$12).

\$99 | Jean Nunes
SMC Main Campus, Art 102
Fri 6:30p – 9:30p Sep 12 – Oct 17

Landscape Painting

NEW! If you've ever wanted to know how to paint landscapes from photos or computer images, this is the class for you! Using oil or acrylic, learn the processes for capturing an image or impression in paint as you work from photographic subject matter. Explore the basics of painting landscapes, including the role of seeing, using color as value, how to mix paint and match color, and the process of building the surface.

\$99 | Jessica Minckley
SMC Main Campus, Art 100
Sat 9:30a – 12:30p Sep 20 – Oct 25



Painting in Watercolor

DRAWING

Introduction to Basic Drawing

Learn how to compose with line, shape, tone, and color in a class designed to introduce you to the basics of drawing from life. Using still-life setups and our environment as sources of visual inspiration, you'll find out how to work with perspective, positive and negative shape, and texture as you explore the use of traditional drawing materials. A great class for beginners!

\$99 | Freddie Manseau
SMC Emeritus College, Room 204

Wed 6:30p – 9:30p Sep 10 – Oct 15
Thu 6:30p – 9:30p Sep 11 – Oct 16

Basic Life Drawing

Learn to draw the human form in a class designed for creative individuals with little figure drawing experience. Work with charcoal, graphite, and Conte crayon as you explore the creative use of materials to portray and interpret the figure within the composition. You'll receive direction on proportion, volume blocking, and some anatomy in the first three weeks, then learn about special techniques for drawing knees, elbows, feet, hands, and the head. You will be working with live models. Recommended textbook (not required; available online): Complete Guide to Life Drawing, by Gottfried Bammes (ISBN-10: 1844486907).

\$195 | Jessica Minckley
SMC Emeritus College, Room 204

Tue 6:00p – 9:30p Sep 16 – Oct 21

Intermediate Drawing

If you have some basic drawing experience, come develop the techniques necessary to hone your drawing skills and move you toward a more personal creative direction. We'll tailor projects to your interests, and suggest ideas and subject matter to inspire you.

\$99 | Freddie Manseau
SMC Emeritus College, Room 204

Wed 6:30p – 9:30p Oct 29 – Dec 3

Colored Pencil Techniques & Drawing

WOW! That's colored pencil? Yes, it is, and you can learn how to get those vibrant colors and complex textures. Experiment with a variety of techniques for using wax- and oil-based colored pencils, water soluble pencils, and various papers and mixing media as you explore color theory, composition, project design, and finding a personal style. Drawing experience helpful. Materials fee \$10 at class.

\$99 | Arlene Weinstock
SMC Emeritus College, Room 205

Tue 6:30p – 9:00p Sep 30 – Nov 4

BASIC LIFE DRAWING –
Jessica Minckley

“

Really enjoyed the class and would love to take it again!

—Megan O.

”

Colored Pencil for Continuing Students

If you've completed "Colored Pencil Techniques" and are ready to work on projects of your own, come build on the basics and learn new techniques to make your own art. You'll receive individual instruction to advance your colored pencil and art-making skills. Materials fee \$10 at class.

\$99 | Arlene Weinstock
SMC Emeritus College, Room 205

Tue 7:00p – 9:30p Sep 30 – Nov 4

Pastels & More

Explore abstraction and abstract (as well as representational) images from various sources—including yourself—in a hands-on workshop that focuses on the powder pastel palette. Learn about rich color harmonies, composition, and expression. We'll also touch on the use of oil pastel and the optional use of collage. Bring to first class meeting: India ink; a small, inexpensive 'multipurpose' soft brush; soft vine charcoal; powder pastels; scissors; typing paper; a 9x12-inch sheet of cardboard, and push pins. Textbook: "Matisse (Perfect Squares)" and bring to first class (Approx. \$12.)

\$99 | Jean Nunes
SMC Main Campus, Art 120

Sat 2:45p – 5:45p Nov 1 – Dec 13*

*No class on Nov 29.

Photography

PHOTO WORKSHOPS

Our Photo Workshops—led by professional photographers who teach in the Santa Monica College Photography Department—will take your passion for photography to new levels!

Workshops range from basic camera skills all the way up to studio lighting and portfolio development. You'll gain hands-on experience at every stage, with instructors who share their years of knowledge as they work beside you to show you how to get the shots you want.

So sign up now, and start creating better photographs!

Malibu Photo Walk

NEW! Prerequisite: Familiarity with the features of your digital/DSLR camera, and a solid understanding of f/stop, shutter speeds, exposure, and metering. If you're ready to expand your photographic technique, come explore your creativity and personal vision in a series of walk/talk/shoot/critique sessions held at several distinctive Malibu locations. Hone your skills in lighting, composition, visual focus, and storytelling through a series of very hands-on exercises that help you find out what does and doesn't work with your images, and what you can do to build on and improve your approach to photography.

\$99 | Ed Mangus
SMC Main Campus, Business 111
Sat 10:00a – 1:00p Sep 6 – Sep 27

Basic Photography

Make your digital camera work for you. Learn about using available light (natural or artificial), composition, exposure, and techniques that turn snapshots into professional-quality photographs. You'll shoot slides that will be shown and discussed in class. Bring your cameras and camera instruction manuals to the first class. Digital and film cameras are welcome. Bring your camera to the second class.

\$99 | Larry Jones
SMC Bundy Campus, Room 328
Wed 6:30p – 9:30p Sep 17 – Oct 22
Wed 6:30p – 9:30p Oct 29 – Dec 10*
**No class on Nov 26.*

Beyond Basic Photography

If you take consistently good pictures and feel confident in your basic knowledge of your Digital Single-Lens Reflex camera (DSLR), f-stops, shutter speeds, focus, and exposure controls, this class will take you one step farther. Learn the details of color, composition, lighting conditions, and visual perspective through a variety of photography assignments.

\$99 | Ed Mangus
SMC Bundy Campus, Room 328
Thu 6:30p – 9:30p Sep 18 – Oct 23

On the Street with Your Camera

Learn how to capture images the way documentary photographers do. If you are an intermediate/advanced photographer, find out how to use imagery to make statements without words. This hands-on workshop covers composition, visual direction, lighting (natural and flash), proper lens selection, and controlling depth of field. With an emphasis on the styles of Henri Cartier-Bresson, Keith

Carter, Gordon Parks, Mary Ellen Mark, W. Eugene Smith, and Garry Winogrand, photo assignments feature the significance of conveying a story (photo essay or photo story), an environmental portrait, and 'the decisive moment' with your images.

\$99 | Ed Mangus
SMC Main Campus, Business 111
Sat 10:00a – 2:00p Oct 25 – Nov 22

Night Lights Photography

NEW! In a 4-session workshop, explore how to take great photographs at night. Start by getting familiar with concepts and techniques critical to night photography, including the differences between artificial and natural lighting, white balancing and color temperature, the effects of slow synch and shutter speeds, safety issues at night, and much more. Spend two very hands-on sessions with your instructor taking nighttime pictures at two locations: Santa Monica Pier and Third Street Promenade. Wrap things up with an in-class review and critique of the photographs, and discover how different perspectives and techniques can produce such different results at the same location.

\$99 | Brian Leng
SMC Bundy Campus, Room 239
Sat 6:00p – 8:00p Nov 1 – Nov 22

Crafts

TEXTILE ARTS

Sewing Machine Basics

What's a seam allowance? Find out the answer when you join us in learning the basic stitches, seams, and operations of your sewing machine. In a fun, hands-on class, uncover the mystery of stitch length and width, backstitching, zigzag, winding a bobbin, and basic sewing tools. You'll leave class with a zippered case made by your own hands, and the bright glow of success on your face. Bring to class a full-sized sewing machine in good working order with a Zipper Foot, a pair of sharp scissors, and a sack lunch. Materials fee \$20 at class.

\$59 | Rebecca Prange
SMC Bundy Campus, Room 339
Sat 9:30a – 2:30p Sep 6

register for classes
ONLINE

at commed.smc.edu

Beginning Knitting

In a hands-on workshop, learn all the basic knitting skills, including casting on and casting off, the knit stitch and purl stitch, and various finishing techniques. Find out how to work with plain and textured yarns, basic knitting patterns, and circular needles. You'll develop your knitting skills by creating a hand-knit scarf and a hat or small stuffed animal. Bring #10 knitting needles and 1 skein of worsted weight yarn.

\$119 | Sharon Omi
SMC Bundy Campus, Room 436
Mon 7:00p – 9:30p Oct 27 – Dec 15

JEWELRY

Wire Crochet Jewelry

NEW! In a class for beginning and intermediate students, learn to “go with the flow” and enjoy the relaxing organic nature of wire crochet! Practice crochet basics using simple tools: a crochet hook, fine-gauge wire, and lustrous mother-of-pearl beads. Create a delicate, lacy floating necklace with elegant button closure you'll be proud to wear! Tools provided for use in class. Materials fee \$25 at class.

\$49 | Laura Souder
SMC Bundy Campus, Room 339
Sat 8:30a – 11:30a Sep 20



Wire-Wrapped Rings

Wire-Wrapped Rings

NEW! In a class for beginning and intermediate students, create easy beaded wire-wrapped rings! Learn how to use a ring mandrel, heavy-gauge and fine-gauge wire, and glass pearls to make classic wrap rings, as well as the popular “artistic” messy wrap rings. Try variations and add sparkle and flair by weaving seed beads into your wrap. This class will inspire you to explore new combinations at home! Tools provided for use in class. Materials fee \$25 at class.

\$49 | Laura Souder
SMC Bundy Campus, Room 339
Sat 12:30p – 3:30p Sep 20

Bead & Jewelry Basics

Earrings! Bracelets! Necklaces! Learn to make them all—and do easy repairs—in this hands-on basic jewelry workshop. We'll cover stringing beads on various types of wire and cord, attaching clasps, wire-wrapping and looping, pearl knotting, bead weaving, and basic chain maille. You'll complete two pieces of jewelry each week, and take home detailed instructions for future projects. Be prepared to purchase some jewelry tools in class at discounted prices (\$6 each). Do NOT buy any new tools until after class discussion. Bring to class a small towel and any jewelry tools you already own. Materials fee \$40 at class.

\$49 | Susan Ryza
SMC Emeritus College, Room 408
Mon 7:00p – 9:30p Sep 22 – Oct 6

Creating Chains & Clasps from Wire

Learn how to bend silver, copper, and brass wire into chains and clasps for necklaces, bracelets, and other jewelry. Learn basic wire looping and wrapping techniques, then put your new knowledge to work as you make three types of decorative chain, coils, clasps, jump rings, chandelier earrings, decorative headpins, and caged beads. You'll have assorted beads to choose from, and complete at least one bracelet, necklace, and pair of earrings in class. You will also take home detailed, illustrated instructions that you can refer to for future projects. Bring to class any jewelry tools you already have. You can purchase any other tools you need from the instructor at reduced prices. Materials fee \$45 at class.

\$49 | Susan Ryza
SMC Emeritus College, Room 408
Tue 7:00p – 9:30p Oct 21 – Nov 4

Enrichment

The Brain Class – A Blueprint for Brain Fitness

Learn exciting new “brain power” exercises to boost your mental focus, create healthier brain cells, and even be less forgetful. Gain knowledge of specific actions that threaten and those that help promote brain health. The “Body Moves for Brain Power” segment of this class is designed to stimulate brain cell activity and improve blood flow to the brain. The patterns, actions, and training are done from a chair. You won't get sweaty, but your brain will be invigorated! Come to this popular seminar and discover secrets to energizing your brain cells so they can last your lifetime. This class will be a combination of lecture and seated activity. Materials fee \$30 at class.

\$39 | Debbi Harper
SMC Bundy Campus, Room 436
Sat 9:00a – 12:00p Sep 13

An Introduction to Ayurveda

NEW! Come explore Ayurveda, the sister science to yoga and an ancient holistic system of medicine from India still in practice today. In this fun and informative class, you will learn basic Ayurveda principles for bringing balance through diet and lifestyle choices. Find out how to apply these principles to receive instant benefits to help you improve relationships, be healthier, and achieve your life goals. No prior knowledge of Ayurveda or yoga is required. The classes combine interactive lectures with experiential exercises to accommodate a variety of learning preferences and to ensure a pleasant experience for all.

\$59 | Lois Leonhardi
SMC Bundy Campus, Room 236
Tue 6:30p – 9:30p Oct 7 – Oct 14

Food & Dining

Sensational Sushi – Level 1

Do you love sushi? Would you like to be able to impress your friends and family by preparing sushi that tastes like it was made in your favorite sushi bar? Then sign up for this sensational sushi course, and come learn how to make your own edible masterpieces. In just 3 hours, you'll learn all the basics, from slicing the fish and vegetables, to preparing the sushi rice and rolling incredible edibles... in short, nothing will be left out! Best of all, we'll eat as we go, so by the time the class is over, you'll not only be capable of making sushi in your own kitchen, but also be very full. Make sure you come to class hungry! Bring a sharp knife and a cutting board to class. Materials fee \$15 at class.

\$59 | Nikki Gilbert
SMC Bundy Campus, Room 339
Sat 11:00a – 2:00p Oct 4

Cookie Bouquets for Halloween!

NEW! Cookie bouquets are absolutely delightful... and expensive to buy! Commercially available cookie bouquets can easily cost \$50-\$100. Yikes! In a fun, hands-on class, learn everything you need to know to make your own amazingly tasty decorated cookies, for a lot less. Pick up special tips as you discover the tricks and techniques that will give your cookie bouquet that professional touch. In just three hours, you'll make and take home your own Halloween-themed three-cookie bouquet arrangement,



Cookie Bouquets

including vase and chocolate rose. Bring a light snack or sack lunch. Kids age 13+ are welcome, perfect for family fun!! Materials fee \$30 at class.

\$59 | Holly Dare
SMC Bundy Campus, Room 339
Sat 10:00a – 1:00p Oct 25

Cookie Bouquets for Christmas!

NEW! Cookie bouquets are absolutely delightful... but expensive to buy! Commercially available cookie bouquets can easily cost \$50-\$100. Yikes! In a fun, hands-on class, learn everything you need to know to make your own amazingly tasty decorated cookies, for a lot less. Pick up special tips as you discover the tricks and techniques that will give your cookie bouquet that professional touch. In just three hours, you'll make and take home your own Christmas-themed three-cookie bouquet arrangement, including vase and chocolate rose. Bring a light snack or sack lunch. Kids age 13+ are welcome, perfect for family fun!! Materials fee \$30 at class.

\$59 | Holly Dare
SMC Bundy Campus, Room 339
Sat 10:00a – 1:00p Dec 13

Home & Garden

Drought Tolerant Landscaping

Come find out how wonderful and easy-care drought-tolerant landscaping can be. In a highly informative seminar, explore various options for removing lawns and replacing them with stylish and decorative drought-tolerant plantings and ground covers, gravel, decomposed granite, bark, and other materials. Includes a field trip to a Playa Vista park focusing on drought-tolerant plants.

\$49 | Charlotte Chen
SMC Bundy Campus, Room 236
Sat 9:00a – 1:00p Sep 6

Basic Organic Gardening 101

Discover the basics of sensible organic gardening. Find out how to build good soil, what you need to know about amendments and fertilizers, and tricks and tips for beautiful gardens, even in containers and tiny spaces. Learn about water-saving irrigation, how to start seeds and nurse them into healthy seedlings, and how to pick the best transplants at the nursery. Also, find out how, when, and how much to prune, and how to choose and care for your garden tools to make them last. Materials fee \$10 at class.

\$79 | Christy Wilhelmi
SMC Main Campus, Art 118

Sun 3:00p – 5:00p Sep 7 – Sep 28

Landscape Design & Construction

Find out from a featured landscaper on HGTV's "Landscapers' Challenge" how to analyze an existing house and yard to make the best landscaping decisions. Learn a step-by-step approach to begin a landscaping project that can be added to and enjoyed as it matures with age. Classes cover how, where, and when to start a project, and how to design for hillside, sunny, shady, small, and large lots. Bring to class your site photos and a site plan (a hand-drawn one is fine), a 5-gallon Rhipiolepis plant, and pruning shears.

\$59 | Charlotte Chen
SMC Bundy Campus, Room 236

Sat 9:00a – 2:00p Oct 11 – Oct 18

Just for Fun

Practical Tarot – The Major Arcana

Learn how to read Tarot cards like a pro! Start with a brief introduction to the Major Arcana (archetype cards) and the Minor Arcana (four suits of 14 cards each), then take a journey through the powerful symbols of the 22 cards in the Major Arcana. Without memorizing the meaning of each card, discover how variations in the cards' artwork, combined with your own intuitive abilities, can enhance and enrich a Tarot reading. After taking this class, you'll be able to perform a successful Tarot reading for yourself using just the Major Arcana—or even a single card! If you have a Tarot deck, bring it to class.

\$99 | Davida Rappaport
SMC Bundy Campus, Room 440

Tue 6:45p – 9:45p Sep 9 – Oct 14

Beginning Bridge

Learn a fast and easy way to play bridge in a class designed for those who have never played this card game, have limited

experience playing it, or who played it years ago and need a refresher course. Materials fee \$7 at class.

\$89 | Candace Scott
SMC Bundy Campus, Room 436

Tue 7:00p – 9:00p Sep 9 – Oct 14

Tue 7:00p – 9:00p Oct 28 – Dec 9*

*No class on Nov 11.

Intermediate Bridge

In a fun and exciting class, continue developing and building on your skills and strategies for playing bridge. Materials fee \$7 at class.

\$89 | Candace Scott
SMC Bundy Campus, Room 436

Thu 7:00p – 9:00p Sep 11 – Oct 23*

*No class on Sep 25.

Thu 7:00p – 9:00p Oct 30 – Dec 11*

*No class on Nov 27.

Practical Tarot III – Interpreting the Tarot

Every Tarot reading tells a story. In a hands-on class for students with a working knowledge of the Tarot, find out how to use different types of layouts including the traditional 'Celtic Cross' method as you take turns performing readings with your fellow students. Discover the richness of information that can be found in each card, and learn how to 'connect the dots' to tell a 'story' that 'fits' the person or the question being asked. Emphasis will be placed on interpreting the cards independently, as well as in connection to each other. Bring your favorite 'reading' Tarot deck to class.

\$59 | Davida Rappaport
SMC Bundy Campus, Room 440

Tue 6:45p – 9:45p Oct 21 – Nov 4

Languages

Note: Some language classes may require a textbook, which is NOT included in course fee. Level 2 classes are a continuation of Level 1.

Spanish for Absolute Beginners

If you're an absolute beginner when it comes to studying or speaking Spanish, here's a chance to 'meet' the language and start getting acquainted with it. Learn how to say the alphabet, use numbers, tell time, and use the verb 'to be.' Pick up some basic vocabulary that will help you describe things and people, as well as express your wants and desires. Materials fee \$10 at class.

\$99 | Lilian Montepeque
SMC Bundy Campus, Room 435

Thu 6:00p – 9:00p Sep 11 – Oct 16

Beginning Spanish – Level 1

If you have very little knowledge of Spanish, here's an opportunity to learn the basics for effective communication. Materials fee \$10 at class.

\$99 | Cecilia Dighero

SMC Bundy Campus, Room 435

Tue 6:30p – 9:30p Sep 2 – Oct 7

Tue 6:30p – 9:30p Oct 21 – Dec 2*

*No class on Nov 11.

Beginning Spanish – Level 2

Expand your vocabulary and knowledge of Spanish grammar in this continuation of Beginning Spanish—Level 1. Materials fee \$10 at class. Optional language CDs for \$10.

\$99 | Cecilia Dighero

SMC Bundy Campus, Room 435

Wed 6:30p – 9:30p Sep 3 – Oct 8

Wed 6:30p – 9:30p Oct 22 – Dec 3*

*No class on Nov 12.

Accent Reduction – American English

Do people often ask you to repeat what you've said? Is a thick accent preventing you from advancing professionally? In an interactive, information-packed course, learn the secrets to speaking clear, easily understood American English, and find out how to avoid—or fix—the most common errors made by foreign speakers of English, regardless of their native language. Required textbook (available online): *Mastering the American Accent with Audio CDs* by Lisa Mojsin (ISBN-10: 0764195824). Please bring your textbook to our first class.

\$79 | Nicola McGee

SMC Bundy Campus, Room 428

Tue 6:30p – 8:30p Sep 9 – Oct 14

More Accent Reduction – American English

Created in response to popular demand, this class is designed to complement the original Accent Reduction course and give you the chance to further improve your skills in speaking American English. No prerequisite; continuing and new students are welcome to join the class. Required textbook (available online) : *Mastering the American Accent with Audio CDs* by Lisa Mojsin (ISBN-10: 0764195824). Please bring your textbook to our first class.

\$79 | Nicola McGee

SMC Bundy Campus, Room 428

Tue 6:30p – 8:30p Oct 28 – Dec 9*

*No class on Nov 11.

BEGINNING ITALIAN 1 –

Paola Barcaccia



For twenty five years I taught Spanish in high school. I am now retired and want to continue learning. I chose Italian at Santa Monica Community College after a friend suggested I might enjoy it. It was a great suggestion. In twelve short weeks I learned quite a lot. I believe that Ms. Barcaccia's enthusiasm for her subject has "rubbed off on me" as I study every day working on the vocabulary presented in class. The classroom environment is friendly, nurturing, and fun. The stress free environment is the thing that keeps on bringing me back to the class each week. I am looking forward to the summer course—Italian for travelers in July. In addition, I am thrilled to learn that Ms. Barcaccia is able to offer a second level in the Fall. My goal is to live in Italy for a few months in order to reach fluency.

—Christine P.



Beginning Italian – Level 1

Prepare your spirit of adventure and get ready to embark on an engaging journey through the Italian language. Explore the basics of Italian grammar, pronunciation, numbers, and verbs through an introduction of the most beautiful cities in Italy. Your practical vocabulary and phrases will be enhanced as you learn about Italian culture, art, and lifestyle. Buon viaggio! Materials fee \$10 at class.

\$99 | Paola Barcaccia

SMC Bundy Campus, Room 228

Thu 6:30p – 9:30p Sep 11 – Oct 16

Beginning Italian – Level 2

NEW! Prerequisite: Beginning Italian – Level 1 or equivalent class. Leave your luggage at home, but come take a “journey” to Italy that will improve your skills in understanding and communicating in Italian. Expand your knowledge of Italian culture, art, and literature as you build your vocabulary and learn useful expressions and idioms. Through the immersion in historical and cultural situations, learn the present and past tense of the most frequently used verbs, the basic structure of the Italian sentence, and what you need to know about adverbs and pronouns. Materials fee \$10 at class.

\$99 | Paola Barcaccia

SMC Bundy Campus, Room 228

Sat 10:00a – 1:00p Sep 13 – Oct 18

Practical Conversational English

Join this lively class and learn practical, useful English. Improve your ability to speak and understand everyday English and idioms as you explore American life and culture. Here is a unique chance to practice your English while conversing with people from all over the world. Students must have intermediate to advanced conversational skills; continuing and new students are welcome to join the class. You may enroll at any time, but there will be NO credit, refund, or proration of enrollment fees. Educational hours awarded based on attendance, NOT class length, and are NOT for transfer credit.

\$159 | Nicola McGee
SMC Bundy Campus, Room 217

Fri 9:30a – 1:30p Sep 12 – Oct 17
Fri 9:30a – 1:30p Oct 31 – Dec 12*
*No class on Nov 28.

Beginning Conversational French – Combo, Levels 1 & 2

In response to popular demand, we've added a second level of Beginning Conversational French plus a combination package. You may enroll in either level—note that Level 2 requires either Conversational French – Level 1 or some familiarity with basic French—but you'll enjoy a substantial DISCOUNT if you sign up for BOTH levels at the same time (the courses run consecutively). Materials fee \$30 at class.

\$159 | Margaret Drach
SMC Bundy Campus, Room 328

Sat 1:00p – 4:00p Sep 13 – Dec 13*
*No class on Oct 4, Nov 29.

Beginning Conversational French – Level 1

In a relaxed and supportive atmosphere, learn the basic French vocabulary you need—including useful phrases and idioms!—to carry on simple conversations in everyday situations. To help you develop a Parisian accent and a foundation for understanding fluent idiomatic speech, this course explores the characteristics of spoken French, and includes systematic practice in pronouncing French sounds. Find out about French customs and social etiquette, and get a glimpse of contemporary French life through French-language videos. Occasional singalongs with recordings of popular French songs add to the fun! Sign up for BOTH levels now and receive a discount! See Conversational French Combo listing for details. Materials fee \$15 at class.

\$99 | Margaret Drach
SMC Bundy Campus, Room 328

Sat 1:00p – 4:00p Sep 13 – Oct 25*
*No class on Oct 4.

Beginning Conversational French – Level 2

This course is a continuation of Beginning Conversational French – Level 1. To enroll in this course, you must have completed Level 1 or have some familiarity with basic French. Expand and strengthen your skills in conversational French as you pick up some of the basics of French grammar—including some of the most commonly used verbs—and practice carrying on simple conversations in small groups. We will also use excerpts from current French TV shows and movies to develop your ability to “hear” and understand idiomatic spoken French. Sign up for BOTH levels now and receive a discount! See Conversational French Combo listing for details. Materials fee \$15 at class.

\$99 | Margaret Drach
SMC Bundy Campus, Room 328

Sat 1:00p – 4:00p Nov 1 – Dec 13*
*No class on Nov 29.

Beginning Conversational Chinese – Level 1

It's said that Chinese is a difficult language to learn, but this friendly class with a focus on speaking and listening will take you on a pleasant journey into the rich culture and language of China. Learn basic Chinese vocabulary and develop conversation skills that you can use to communicate with neighbors, relatives, coworkers, and others, in both personal and business situations.

\$99 | Lucy Liao
SMC Bundy Campus, Room 216

Tue 7:00p – 9:30p Sep 16 – Oct 21

Music**Beginning Piano – Playing for Fun**

Have you always wanted to learn to play the piano? Here's your chance! Using a quick and easy modern method, develop basic piano skills as you learn about notes, rhythm, chords, and pedaling, and how to apply these basics to popular and classical music. No prior piano knowledge or experience required. Materials fee \$14 at class.

\$99 | Sarah Olim
SMC Performing Arts Center, Room 200

Sat 2:30p – 5:30p Sep 6 – Oct 18*
*No class on Oct 4.

Sat 2:30p – 5:30p Nov 1 – Dec 13*
*No class on Nov 29.

Beginning Guitar

Have a guitar sitting somewhere, just waiting to be played? Ever wanted to strum the strings and make music, but think it's too hard for you? With a little practice, *anyone* can learn to play the guitar, so sign up for this class designed to transform your view of the guitar into the joyous, creative, and accessible musical instrument that it is. Learn the open chords that form the basics of guitar music, and gain an overview of basic music theory. You and your fellow students will help pick the pieces to be taught, so everyone will have a choice of music. Bring to class your guitar—acoustic, classical (nylon strings), or electric (no amp needed, but small amp OK). Required textbook (please purchase before attending class): *Hal Leonard Guitar Method, Second Edition – Complete Edition*, by Will Schmid and Greg Koch (ISBN-13: 9780881881394).

\$99 | Peter Risi
SMC Performing Arts Center, Room 103
Wed 6:30p – 8:00p Sep 10 – Oct 15

How to Play Piano by Ear

Just by understanding a few basic musical principles, you can develop and increase your ability to play by ear. Learn how to take a tune—yours or someone else's—and find the downbeat and timing that let you add harmony under the melody in a rhythmic way. Some basic knowledge of how to read music and play the piano is recommended. Materials fee \$10 at class.

\$99 | Sarah Olim
SMC Performing Arts Center, Room 200
Mon 6:30p – 9:30p Sep 15 – Oct 20

Contemporary Singing Techniques

Whether you want to audition for “The Voice” or just want to learn to sing in tune, here's a chance to learn all the techniques you need to step onstage and start singing. Breathing, range, intonation, vocal power, blending with registers, gaining confidence, and overcoming performance anxiety are just some of the topics we'll cover in a safe, fun atmosphere. This unique “Vocal Yoga” method uses techniques ranging from Yoga, Chi Gong, and The Bel Canto School of Singing to Roy Hart Extended Voice Work, Fitzmaurice Voicework, and more to free the voice. Beginners welcome! Materials fee \$17 at class.

\$89 | Heather Lyle
SMC Performing Arts Center, Room 103
Thu 6:45p – 8:45p Sep 18 – Oct 23

Learn to Play Guitar in a Day!

This unique one-day workshop, as seen on PBS, is for busy adults without the time for weekly music lessons. It's a crash course that will get you strumming and picking

in just one day! You'll learn basic chords, simple strumming and picking patterns, tuning techniques, how to play familiar songs, guitar care, and much, much more! Bring to class your acoustic guitar. Materials fee includes book and electronic tuner. Materials fee \$30 at class.

\$79 | Marlene Hutchinson
SMC Performing Arts Center, Room 103
Sat 10:00a – 3:00p Oct 25

Healthy Harmonica

Breathing is our foundation when playing the harmonica. Take the simplest of pop, folk, and blues melodies and invigorate them with simple, but powerful, techniques to make any song deeply expressive. No previous ability to read or play music required—just a desire to have fun and feel more alive! You will need a C-major diatonic harmonica. If you don't already have a harmonica, you can purchase one in class for about \$12. Materials fee \$15 at class.

\$39 | Dave Broida
SMC Bundy Campus, Room 216
Thu 6:00p – 7:30p Nov 6

Beginning Blues Harmonica

Come have fun learning tricks and techniques to make the harmonica cry, laugh, wail, and scream! We'll get you jammin' the Blues immediately, and you don't need any prior musical or harmonica experience. Just bring along a love of the Blues and a C-major diatonic harmonica. If you don't already have a harmonica, you can purchase one in class for about \$12. Materials fee \$15 at class.

\$49 | Dave Broida
SMC Bundy Campus, Room 216
Thu 7:45p – 9:45p Nov 6

Stage & Screen

Commercials, Improv, Acting and Filming

In a high-energy course that has it all, learn what you need to know about the TV commercial process. We'll cover how to read copy and cue cards, how to get an agent, what kind of pictures you need, and how to build your resume. We'll also develop your abilities at improv—a skill that's become critically important in today's auditions—and review the acting basics that can be used in all areas of the Industry. At our final class, we'll FILM on camera, review footage, and critique.

\$79 | Priscilla Barnstable
SMC Bundy Campus, Room 440
Sat 3:00p – 5:00p Sep 13 – Oct 4

Stand-Up Comedy Workshop with Comedy Store Graduation Show

Hone your skills as a stand-up comic in an exciting workshop directed by a Letterman regular. The workshop includes performing at showcase clubs, and culminates with the Comedy Store Graduation Show. You'll focus on writing techniques for adding jokes to your act, finding your comic persona, and making the best choices for connecting with an audience. You'll also gain an understanding of the business side of comedy, and how stand-up intersects with the world of sit-com development.

\$99 | Jonathan Solomon
SMC Bundy Campus, Room 235

Thu 6:30p – 9:30p Oct 23 – Dec 4*
*No class on Nov 27.

An Introduction to Voiceovers

Don't miss this fun, empowering introductory workshop covering the different types of voiceovers and what tools are needed to succeed in the voiceover arena. You'll be coached on voiceover techniques and receive a professional voiceover evaluation. By the end of the workshop, you'll have the necessary knowledge to help you decide if this is something you'd like to pursue.

\$49 | Voices for All Staff
SMC Bundy Campus, Room 236

Wed 7:00p – 9:00p Nov 5

Vocal Yoga

Explore the leading technique in voice work for actors today! Fitzmaurice Voicework uses modified yoga postures to unblock the breath and open the voice. Learn a series of exercises that promote vocal freedom, resonance, and power, and that can help you uncover deep layers of tension that might be hindering your voice and creative expression. These techniques can be used as a highly effective vocal/physical warm-up to incorporate into any training routine you use. Bring to class a yoga mat and small pillow.

\$39 | Heather Lyle
SMC Performing Arts Center, Room 102

Sat 12:30p – 3:30p Nov 15

GEMS OF DOWNTOWN – Gayle Gale



We had such a good time on the subway tour! We had never used any of the subways and were really blown away by the art in all the stations. The tour was very well organized, with a nice outdoor break for lunch. We have been telling friends about it ever since, and will probably take the tour again.

—Carol L.



Trips, Tours & Excursions

The Los Angeles Underground Art Museum

May Sun, Frank Romero, Margaret Garcia, Jonathan Borofsky, Sheila Klein, Terry Schoonhoven. These are just some of the many artists whose work is featured in the Underground Art Museum. Come join an exciting day-long tour that takes you on a point-to-point excursion through this extensive museum and includes walking tours of many of its surrounding neighborhoods. The Underground Art Museum stretches from North Hollywood all the way to Downtown LA, and while most people call it by its other name—the Metro Red Line—you'll be one of the few who gets to explore the spectacular art, distinctive architecture, special sights/sites, and other hidden treasures of LA with an informative guide. Wear comfortable walking shoes and casual clothes, and if you like, bring along a small, lightweight seat cushion to add to your comfort. Metro fare and lunch costs are NOT included in tour fee.

\$39 | Gayle Gale
Meet at the entrance of Hollywood and Vine Metro

Sun 10:30a – 4:30p Oct 19

Downtown's Hidden Art Treasures

Start the day with the current exhibition at the Museum of Contemporary Art in California Plaza—then take a walking tour of the exciting public art in many of downtown's architecturally distinct buildings, including the IM Pei and Oviot buildings. Tour both Wells Fargo buildings, which are filled with hidden treasures by Miro, Graham, Dubuffet, Stella, Rauschenberg, and many others. Ride the Metro to Union Station to tour the dynamic art of the Gateway Transit Center and Metro headquarters. If time permits, we will also visit the Citicorp Poetry Art Walk. Wear comfortable clothes and walking shoes, and be ready to walk! Museum private tour admission (\$5), Metro fare, and lunch are NOT included in the tour fee. Materials fee \$5 at class.

\$39 | Gayle Gale
Meet at MOCA, 250 South Grand Avenue

Sun 10:30a – 4:30p Nov 9



MOCA Grand Avenue

Christmas at Castle Green with Tea Lunch

NEW! A very special treat awaits us at Pasadena's historic Castle Green. Normally closed to the public, Castle Green opens its doors once a year, offering a chance to explore this treasure—all dressed up for the holidays! One of Southern California's most stunningly original buildings, this historical landmark and former hotel built in 1898 has played host to vacationing tycoons, celebrities, presidents, and film crews. Now the private residence of designers, musicians, and artists, it features an architectural mix of Moorish, Spanish, Victorian, and other styles. On a self-guided tour—with homeowners available to share stories and answer questions—walk the corridors and enter the Grand Salon, the Moorish and Turkish Rooms, the Palm Room, Sunroom, and Veranda. Visit up to 20 individual apartments, all featuring different designs. Enjoy a delightful tea lunch featuring finger sandwiches, scones, and other goodies, all served at a quaint tearoom. **Availability is limited, so make plans to book your tour soon! Price is subject to change. Tour departs promptly at 11:30 a.m. from SMC's Bundy Campus. Parking is free. For more information, please call (310) 434-3400.**

\$99 | Good Times Travel Staff
Meet at SMC Bundy Campus,
East Parking Lot

Sun 11:30a – 6:30p Dec 7

Gems of Downtown:

A Discovery of the Senses

Come explore Union Station and the delectable artistic and edible delights of its surrounding neighborhoods. Start the adventure at the historic Union Station—featured in numerous films and TV shows—and visit the MTA Gateway Plaza and Metro Headquarters building. Have lunch at Philippe's—one of LA's oldest restaurants (established in 1908) and home of the original French Dip Sandwich—then tour La Placita. Stroll along Olvera Street and enjoy its colorful market, visit the historic adobe and main square with music and dancing, and check out a local art gallery and as much nearby public art as time permits. Wear comfortable walking shoes and casual clothes, and be prepared to climb stairs. Metro fare, parking, and lunch costs are NOT included in tour fee.

\$39 | Gayle Gale
Meet inside Main Entrance to Union Station,
800 N. Alameda St., Los Angeles

Sun 10:30a – 4:30p Dec 14

Writing

Poetry Writing & Reading Workshop

Improve your writing by reading exciting poets! If you're a beginning reader of poetry or an already practicing poet, come discover the secrets of poetic form, metaphor, imagery, rhythm, and much more by looking deeply into the works of a wide range of poets—from Shakespeare and the classics to the best international, American, and LA poets—such as Nick Laird, Marianne Moore, Lucille Clifton, Charles Bukowski, Leslie Monsour, and Wallace Stevens. We'll discuss formal, free verse, and/or experimental poems, depending on the interests of class members. In a supportive setting, take part in reading and writing exercises that will deepen your appreciation of poetry and further your own work. Materials fee \$5 at class.

\$79 | Betzi Richardson
SMC Bundy Campus, Room 216

Sat 11:00a – 1:00p Sep 6 – Oct 18*

*No class on Oct 4.

Creative Writing Workshop

In a hands-on writer's workshop, learn how to revise and polish your stories to develop their full potential. Bring to class your fiction or creative nonfiction work-in-progress, and—in a positive and supportive environment—you'll receive meaningful feedback and helpful critiques from your instructor and fellow writers.

\$99 | Monona Wali
SMC Bundy Campus, Room 440

Wed 1:00p – 4:00p Sep 10 – Oct 22*

*No class on Oct 1.

Wed 1:00p – 4:00p Oct 29 – Dec 3

Memoir Writing Workshop

You know the situation: your life. Now how do you craft a meaningful story from it? Come find out how to create a focused narrative out of the many fascinating elements of your life. In a positive and supportive atmosphere, explore the different facets of memoir writing, including setting and place, point of view, voice, character arcs, and engaging details.

\$99 | Monona Wali
SMC Bundy Campus, Room 212

Thu 6:30p – 9:30p Sep 11 – Oct 23*

*No class on Oct 2.

Thu 6:30p – 9:30p Oct 30 – Dec 11*

*No class on Nov 27.

How to Write Funny

Humor writing is not just a talent reserved for those who are “naturally funny.” It’s a skill you can learn, hone, and then rely on every time you sit down to write. If you are a TV or screenwriter, essayist, storyteller, comedian, or even if you are in the corporate world, this is the workshop for you! Through lectures, innovative writing exercises, and “group write” sessions on scripts, prose, stand-up sets, and even business presentations, you’ll be sure to find the funny!

\$99 | Jonathan Solomon
SMC Bundy Campus, Room 235

Thu 6:30p – 9:30p Sep 11 – Oct 16

Mastering the Art of Short Fiction

Discover how to write your own story in short prose form. Study the techniques of seasoned authors and apply what you learn to carve out the sweep of your story: the beginning, middle, and end. Using in-class exercises, we’ll focus on character development, setting, plot, structure, and your own unique point of view and voice. Advice will also be offered on how to bring your story to the marketplace. Materials fee \$3 at class.

\$99 | Stacey Collins
SMC Bundy Campus, Room 228

Wed 7:00p – 10:00p Sep 17 – Oct 22

Introduction to Screenwriting

In an intensive course that introduces you to the fundamentals of dramatic screenwriting, find out about the tools that screenwriters have at their disposal to communicate their ideas. Gain hands-on experience through weekly writing exercises that develop specific screenwriting skills, then read your work aloud in class and take part in friendly discussions and critiques to understand your writing and what about it works, what doesn’t, and why.

\$99 | Aaron Henry
SMC Emeritus College, Room 407

Thu 6:30p – 9:30p Sep 18 – Oct 23



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HEALTH & FITNESS

Dance

Adult Ballet I

Learn ballet technique in an active workshop that introduces you to the basics of ballet barre and center exercises and emphasizes the development of correct body alignment and basic core strength. Workshop covers fundamental movement concepts, ballet terminology, and body and foot positions. Optional materials fee of \$20 for classical ballet flash cards.

\$119 | Charlotte Richards
SMC Performing Arts Center, Room 102

Tue 7:30p – 8:45p Sep 2 – Oct 21

Argentine Tango I & II

Explore the dance of passion, sensuality and let it move you from your soul out. Through an easy-to-follow method, learn how to lead and follow in this dance of fire! You’ll gain a cultural experience you’ll never forget, as well as a new lifestyle that will add joy and excitement to your life! This class is open to both Level I and Level II students.

\$89 | Isabelle Pampillo
SMC Emeritus College, Room 304

Tue 7:30p – 9:00p Sep 16 – Oct 21

Nightclub Salsa Dancing – Level 1

Dance with your heart and soul to Salsa’s fiery African-Cuban beat. Learn the basic steps and turns of this upbeat, exotic, and sensual dance style, one of the most tantalizing since the birth of rhythm! Open to singles and couples. High heel dance shoes with wrap-around ankle straps and soft-soled shoes recommended.

\$89 | Isabelle Pampillo
SMC Emeritus College, Room 304

Wed 7:45p – 9:15p Sep 17 – Oct 22

Ballroom Dance – Take a Chance!

Shall we Swing? Will we Waltz? Try a Tango? Chance a Cha Cha? Look forward with a Foxtrot? Move to that Mambo beat? Or get ready to Rumba? Two of these dances will be taught for each 6-week session. Come join us, because no matter what the dance of the moment is, you’ll have fun, and delight in the amazing joy of dancing. Open to singles and couples. Please wear soft shoes to protect the floor.

\$89 | Kathy Levyn
SMC Emeritus College, Room 304

Thu 7:00p – 8:30p Sep 18 – Oct 23

Fitness & Relaxation

Introduction to Iyengar Yoga

Learn hatha yoga the Iyengar way, a systematic approach to yoga developed by BKS Iyengar that is appropriate for anyone interested in more energy, strength, relaxation, and well-being. Iyengar yoga focuses on alignment in poses to help you improve your posture, increase your physical strength and flexibility, expand your body awareness, and support your ability to relax. Wear comfortable clothing and bring a towel and yoga mat to class.

\$79 | Douglas Dee

SMC Emeritus College, Room 308

Wed 7:00p – 8:30p Sep 3 – Oct 8

Wed 7:00p – 8:30p Oct 15 – Nov 19

Zumba® Toning

Zumba Toning—combining targeted body-sculpting exercises and high-energy cardio work with Latin-infused Zumba moves—is a calorie-torching, strength-training dance/fitness party. Learn how to use lightweight, maraca-like toning sticks to enhance rhythm and tone all your target zones, including arms, abs, and thighs. It's a perfect way to sculpt your body naturally, while having a blast! No dance experience required!

\$59 | Valerie Lernihan

SMC Emeritus College, Room 304

Mon 6:30p – 7:30p Sep 8 – Oct 13

Vinyasa Flow Basics

NEW! Learn the basics of Vinyasa yoga's poses and inherent flow. Find out how to use elements of balancing poses and inversions to build strength and increase flexibility and endurance. In a fun and non-intimidating class—using techniques that can be modified to encourage everyone's participation—explore fundamental sitting, standing, and inverted postures, and even try more challenging variations. Bring to class a yoga mat.

\$99 | Louise Diana

SMC Emeritus College, Room 308

Mon 6:30p – 8:00p Sep 8 – Oct 13

The Alexander Technique

Discover how to help yourself look and feel better and more relaxed, using a technique developed by FM Alexander to free your body of the tension, stress, and pain brought on by daily activities and habits. Find out how to recognize your own particular habits and how they affect you. Learn how to apply the Alexander Technique in your daily life—standing, sitting, carrying groceries, or even brushing your teeth—to find an ease in both

LOW BACK STRENGTH AND STRETCH – Jackline Daneshrad



I am so happy to thank you for the incalculable physical and mental gift you give by your amazing classes. Appreciate the time and effort you offer so that each of us is motivated to do our very maximum best. Needless to say we come away at the end of the class feeling stronger and rejuvenated and ready to face the day. What a great gift! In the past few years, I've had surgery to joints due to problems with osteoarthritis. I feel that my recovery was measurably hastened because of your classes and your expertise. Please keep up the good work.

—Anne B.



movement and rest. This introductory course is limited to 10 students. Due to the high demand for this course, students are limited to experiencing this course one time only. Wear comfortable clothing and bring a large towel to first class.

\$79 | Desmond Ondatje

SMC Emeritus College, Room 307

Wed 6:30p – 8:00p Sep 10 – Oct 15

Wed 6:30p – 8:00p Oct 29 – Dec 3

Low Back Strength & Stretch

Do you have issues with your back, or simply want to get a really great stretch? In a program that combines selected Pilates techniques and physical therapy exercises, learn how to use medicine balls and tubing to strengthen your lower back, as well as enhance core strength and increase flexibility. Wear comfortable clothing and shoes you can easily remove. Bring a towel and yoga mat to class. Materials fee \$25 at class.

\$89 | Jackline Daneshrad

SMC Emeritus College, Room 304

Tue 6:00p – 7:30p Sep 16 – Oct 21

Body Moves for Brain Power

If you think playing computer games and doing crossword puzzles is enough to keep your brain working at its peak as you age... think again! Come join a class with research-based activities (mostly in the chair) that incorporate rhythmic patterns and sequences designed to stimulate brain-cell activity, boost focus, enhance blood flow to the brain, and improve mental responses. Research is showing that you can significantly reduce the risk of developing symptoms of Alzheimer's disease by addressing the reversible risk factors. That all sounds brilliant, but the



CO-REC Sunday Play

Badminton & Table Tennis

Beginning and Intermediate Levels

TABLE TENNIS: Classes at 12p & 2p (\$6/\$4),
open play 2p-9p (\$6/\$4)

BADMINTON: NO classes, open play 12p-8p (\$6/\$4)

BASKETBALL: NO classes, open play 8a-12p (\$3/\$2)

SMC Pavilion | Call (310) 434-4315 for details.

truth is this class is more fun than you can possibly stand! Space is very limited, so sign up right away, and get ready to feel better and think better! Materials fee \$5 at class.

\$59 | Debbi Harper
SMC Bundy Campus, Room 436
Sat 9:00a – 10:00a Sep 20 – Oct 11

Reiki Healing Night

New to the Reiki massage technique or already a Reiki practitioner? Join us for Reiki Healing Night! It's a great way for you to find out more about Reiki if you are a novice—and actually try out Reiki treatments—and an opportunity to practice your skills if you are a Reiki practitioner. If you would like to find out whether Reiki can help alleviate your pain or illness, here's your chance!

\$20 | Jessica Miller
SMC Bundy Campus, Room 123
Fri 7:00p – 10:00p Nov 21

Reiki 1 & 2

Magnify the natural healing energy in your hands. In an intensive workshop, find out how to perform Reiki sessions on yourself and others. Learn basic and advanced techniques for relieving migraines, reducing joint pain, lessening stress, improving concentration, and increasing vitality. Practice sending distance healing, empowering goals, and more. No supplements, special beliefs, equipment, or meditation ability required. A certificate of completion from the International Center for Reiki Training is awarded upon successful completion of the course. Course fee includes manual. **THIS WORKSHOP IS OPEN TO THE GENERAL PUBLIC.** *This workshop meets the qualifications for 17.4 hours of continuing education credit for Nurses (Cal. Board of Nursing Provider CEP13393) and Massage Therapists (NCBTMB Provider 051711-00 Category A).*

\$349 | Jessica Miller
SMC Bundy Campus, Room 123
Sun, Sat 9:00a – 7:00p Nov 22 – Nov 23

Health & Safety

AHA Heartsaver CPR with AED (Adult, Child, & Infant)

Learn the basic techniques of cardiopulmonary Resuscitation (CPR) and how to use an automated external defibrillator (AED). Find out how to recognize and respond to major life-threatening injuries like heart attack, stroke, choking, and breathing problems. This course is designed for all lay rescuers, such as family members or caregivers of elderly or dependent adults, parents or guardians of children and infants, airline personnel, and/or security guards. Materials fee \$15 at class.

\$49 | John Lynch
SMC Bundy Campus, Room 236
Thu 6:00p – 9:30p Sep 18

AHA Adult First Aid

Learn the skills to effectively assess and maintain life from the critical minutes immediately following an emergency until the arrival of emergency medical services personnel. This course meets OSHA requirements for an individual's employment, and also provides corporations with a complete health and safety training solution for First Aid. Materials fee \$15 at class includes American Heart Association First Aid course completion card and First Aid book.

\$59 | John Lynch
SMC Bundy Campus, Room 339
Sat 9:00a – 1:30p Oct 18

PetSaver: First Aid, CPR & Care for Your Dog or Cat

In a program designed for pet owners and pet-care professionals, learn valuable first-aid skills and information to help keep your pets happy and healthy. Find out about proper restraining and muzzling; how to perform rescue breathing and CPR; how to deal with choking; how to care for senior

petizens; what you need to know about your pet's dental health; and much more! You will receive a certificate valid for 2 years upon successful completion of the program. Materials fee \$20 at class.

\$89 | Jillian Myers

SMC Bundy Campus, Room 339

Sat 9:00a – 1:00p

Nov 8 – Nov 15

Sports & Self-Defense

Basketball for the Rest of Us

If you're an adult who enjoys playing basketball, but aren't very good at it, this is the workshop for you! In a friendly environment, join others with similar skill levels, and enjoy the chance to play more meaningfully and to increase your skill through increased participation in the game. You'll be playing actual games, including full court, half court, 2-on-2, and 1-on-1. There are programs for the high and low end of athletic ability; this class is designed for the rest of us that are in between these two extremes. Please wear appropriate athletic shoes and clothing.

\$79 | Joseph Bock

SMC Main Campus, Gym 100

Tue 7:15p – 8:15p

Sep 16 – Dec 9*

*No class on Nov 11.

PHLEBOTOMY CERTIFICATION



BACK BY POPULAR DEMAND

Find out how to start your career in one of the fastest growing occupations in healthcare!

Saturdays, Sep 13 – Oct 25
SMC Bundy Campus, Room 217

See page 25 for more details.

BASKETBALL FOR THE REST OF US

– Joseph Bock



Great class, fun and positive, would definitely recommend.

—Ryan F.



Fundamentals of Horsemanship

Learn the basics of horseback riding in a fun class that combines classroom instruction, groundwork, and riding instruction in the ring or on the trail. Get comfortable around horses, develop a secure seat, and find out how to communicate intelligently with the horse while you are in the saddle. Also, learn and practice safety rules around the stable, on the horse, and when riding with others. You must be at least age 18 and have a maximum weight of 175 pounds to participate in this class. Prior to the first class, please call Lynn Carr at (310) 454-0343 for security gate code and directions.

\$259 | James Wyllie

James Wyllie's Equestrian Education Center, Saddlerock Ranch

Sat 1:00p – 2:00p

Sep 20 – Oct 25

Sat 1:00p – 2:00p

Nov 8 – Dec 20*

*No class on Nov 29.

Sun 1:00p – 2:00p

Sep 21 – Oct 26

Sun 1:00p – 2:00p

Nov 9 – Dec 21*

*No class on Nov 30.

INTERNATIONAL STUDENTS

TOEFL Preparation

Preparing for the TOEFL

Do you need a high TOEFL score to get accepted to your dream college? Do you lack confidence in your ability to earn that score? If so, this is the TOEFL preparation course for you! The course—designed to deliver the skills, strategies, and confidence you need to succeed on the TOEFL—will expand your English vocabulary, strengthen your grammar skills, improve your reading comprehension, and help you understand and apply test-taking strategies for success.

\$119 | Lisa Saperston

SMC Bundy Campus, Room 228

Wed 6:30p – 9:30p

Nov 5 – Dec 10

KIDS & TEENS

Please note: Art supplies are NOT included in the course fee, unless otherwise noted. Children MUST BE PICKED UP ON TIME after class.

Enrichment

Piano Magic (Ages 5 – 8)

Are you a future Bach, Beethoven, or Chopin? Come to a fun and creative class and explore playing the piano through singing, musical games, and projects. Get familiar with the piano keyboard, learn the basics of note and rhythm reading, and develop your music listening skills. (Attention, parents! This class will provide you with insight into whether your child would enjoy the systematic study of piano.) It is NOT NECESSARY to have a piano at home. Materials fee \$10 at class.

\$69 | Sarah Olim

SMC Performing Arts Center, Room 104

Sat 12:30p – 1:30p Sep 6 – Oct 18*

*No class on Oct 4.

Introduction to Piano (Ages 8 – 11)

Find out how much fun it is to make music at the piano! Through musical games, projects, and written exercises, develop your music listening skills and finger coordination, and learn how to read musical and rhythmic notation. IT IS NOT NECESSARY TO HAVE A PIANO AT HOME. Materials fee \$10 at class.

\$69 | Sarah Olim

SMC Performing Arts Center, Room 104

Sat 1:30p – 2:30p Sep 6 – Oct 18*

*No class on Oct 4.

Young Creators: Video Game Design (Ages 12 – 17)

NEW! Impress your friends and family with your unique video game! Whether you're new to game design or an advanced gamer, here's a chance to develop, improve, and expand your skills. If you're a beginner, work with a partner as you learn about basic game design elements, including character creation, background design, and how to build a complete video game level. If you're already familiar with the basics, explore multiple game genres and learn advanced game design techniques, including multiple character animations and movement options, and how to create platform-style games. You will have a completed game by the end of class!

\$140 | FRESHi Staff

SMC Bundy Campus, Room 428

Fri 3:30p – 5:30p Sep 19 – Oct 24

Learning Skills

SAT or ACT?

Which One Is Right For You?

NEW! The SAT no longer dominates, the College Board is changing its SAT to be more like the ACT, and colleges around the nation are accepting scores from both tests. So before you decide which test to take, why not try both to find out which one shows your strengths the best? This 3-week course offers a full SAT practice exam one week, a full ACT practice test the next week, and a final class for one-on-one feedback of scores. The course also provides more information about both tests and reviews the SAT changes coming in 2015 to help you decide on where to focus your prep. Space is limited for these simulated tests, so book now! Please note: First class is 4 hours (9 a.m. – 1 p.m.) to allow time for the SAT practice test.

\$59 | Angie Botoulas

SMC Bundy Campus, Room 221

Sat 9:00a – 12:00p Sep 20 – Oct 4

Comprehensive SAT Prep

Break down the SAT in a 6-week course that reveals valuable test-taking strategies in the Writing, Critical Reading, and Math sections. Learn the essay writing, grammar, vocabulary, and problem-solving techniques that will give you confidence and help increase your scores. Required textbook (please purchase before attending class): The Official SAT Study Guide, 2nd edition, by College Board (ISBN-10: 0874478529; ISBN-13: 978-0874478525).

\$219 | Angie Botoulas

SMC Bundy Campus, Room 221

Sat 10:00a – 1:00p Oct 11 – Nov 15

INTERESTED IN
TEACHING A CLASS
FOR SMC COMMUNITY
EDUCATION?

For more information, visit our
website at commed.smc.edu
or call 310.434.3400

PROFESSIONAL DEVELOPMENT

Develop new skills—or expand your current ones—through SMC's Community Education courses. These classes are designed to help you develop the necessary workplace skills and career development plan to get a job, keep a job, or get promoted on the job!

Business and Finance

How to be e-Published in a Week!

Recent developments in technology have made offering your eBooks and paper books to others a quick and easy process. If you want to be published, but don't know where to start, this cutting-edge class for you! Find out how to fulfill your dream of creating your own books, booklets, and eBooks. Get the information you need about how to use fast, simple methods to get your work published, how to offer your eBooks as a pay-per-download product on your website, how to get your book or booklet printed inexpensively, and how to use copyright and/or trademarks to protect your work. Materials fee \$30 at class.

\$39 | Mike Rounds
SMC Bundy Campus, Room 236

Tue 6:30p – 9:30p Sep 16

How to Sell Your Ideas & Inventions

If you want to find buyers for your inventions and secure the rights to your ideas, this seminar will show you how to protect your idea using patents, trademarks, and copyrights; evaluate your idea for marketability; and offer it for sale in the safest method possible. Materials fee \$30 at class.

\$39 | Nancy Miller
SMC Bundy Campus, Room 235

Tue 6:30p – 9:30p Sep 16

Intro to QuickBook (PC Only)

Prerequisite: Familiarity with Windows, the mouse, and basic accounting. Learn the basics of using QuickBooks. In a hands-on class, find out how to navigate through menus, as well as how to enter new vendors and customers, add lists, and create purchase orders, invoices, and sales receipts. Learn how to write checks and pay bills, record payments, and make bank deposits. Also, find out how to do bank reconciliations, how to create and print reports, and how to open, and save backup

files, working files, and portable files. *You will have your own individual computer to use during class.* Bring a USB flash drive or memory stick (no CDs), a notebook, and a pen to class.

\$159 | Odemaris Valdivia
SMC Bundy Campus, Room 127

Fri 9:00a – 4:00p Oct 3

Property Management 101

NEW! Do you have what it takes to manage rental property? If you are actively looking to purchase a piece of income property, or if you have suddenly become the owner of real estate, find out what you need to know about the most important aspect of rental housing management: keeping the unit occupied with paying tenants who don't destroy it or terrorize the neighbors! Learn how to prepare a property for rent, set rents and security deposits, develop a cost-effective marketing campaign, and show your rental unit to prospective tenants. Find out about techniques for good tenant selection, how to meet minimum standards required for a property to be habitable, proper insurance, how to work with contractors for maintenance, and how to deal with tenants who overstay (and don't pay). Materials fee \$15 at class.

\$129 | Angela Young
SMC Bundy Campus, Room 335

Sat 10:00a – 3:00p Oct 4 – Oct 11

The Business of Photography

NEW! Gain a sound understanding of how to handle the significant business matters you face on a daily basis as a professional freelance photographer. In a workshop based on real scenarios from more than two decades of professional experience, pick up practical advice and information on copyright basics, licensing for revenue, contracts, and rate and term negotiations, as well as client development, social media integration, portfolio presentations, legal and tax issues, agency representation, and more!

\$179 | Todd Bigelow
SMC Bundy Campus, Room 212

Sat 10:00a – 3:00p Oct 4 – Oct 18

ON THE NET

Looking for online classes?

See our listings on page 31

The Business of Bartending

Learn to bartend like a rock star! Sign up for an exceptional course that not only prepares you to work as a bartender in all types of establishments, but also teaches you the business side of the beverage industry. Professional bartending requires so much more than simply putting ice in a glass and adding ingredients. Find out the secrets to providing excellent customer service, and learn a common-sense approach to bartending that is crucial to being a successful bartender and a valued employee. Actual liquor cannot be used in class, but you'll be taught in detail how to practice making cocktails on your own, including how to pour the perfect shot, what you need to know about wine and champagne service, and what glassware to use for what types of cocktails. You'll also learn about high-volume sales techniques, laws that apply to the bar business, and dealing with job interviews and resumes. In addition to class lectures, test and activities, you will be given an online test and homework assignments. Upon completion of the course, you will receive a Professional Certificate for Bartending. Those who score 90% or above on the quizzes may also test for the Master's Certificate of Excellence. This course also includes additional testing for "Serving Alcohol Responsibly" with certification for those who pass. Materials fee \$50 at class.

\$149 | Kellie Nicholson
 SMC Bundy Campus, Room 240
 Sat 2:00p – 6:00p Oct 4 – Oct 18

**Make Extra Income:
 Auto Wholesale Business from Home**

Supplement your income through buying and selling wholesale cars from home. In this DMV-approved course, find out what is required to become a licensed auto dealer and operate a profitable used car business from your computer. Discover how and where to buy cars at wholesale prices, and how to sell them at retail prices for good profits. Learn 6 techniques you can use to generate cashflow. You'll receive a list of more than 300 dealer-only auctions across the USA selling cars below wholesale. A DMV certificate of completion—which qualifies you to take the California Vehicle Dealer/Autobroker exam—will be awarded upon successfully completing the course. Materials fee \$20 at class.

\$89 | Wayne Williams
 SMC Bundy Campus, Room 321
 Wed-Thu 6:00p – 9:00p Nov 5 – Nov 6

**PROFITABLE CAREER IN
 IMPORTING/EXPORTING SERIES**

You're welcome to attend any or all sessions in the series. The discount rate applies only if you register to attend all four session.

**Series Pricing: \$119/all four classes;
 \$35/class**

**Become a Successful Entrepreneur in
 the Import/Export Business**

Introductory Seminar: If you dream of owning your own profitable and fascinating business venture, explore the wide range of opportunities available in the import/export business. In an information-packed introductory seminar, learn about: international trade shows and fairs; how to find a profitable product and sources of products in the US and abroad; negotiating with foreign and domestic suppliers; US Customs rules and procedures; international banking procedures; shipping and insurance; and the most profitable ways to sell your products.

\$35 | Sinclair Rimmon
 SMC Main Campus, Math Complex 4
 Sat 10:00a – 12:00p Oct 25

Importing/Exporting

An Intensive Seminar: If you're seeking a profitable and fascinating new career, attending this hands-on, in-depth seminar is a must! Gain specific information on importing and exporting as a business or career field. This seminar will include the following topics: how to find a profitable product; sources of products in the US and abroad; international trade shows and fairs; negotiating with foreign and domestic suppliers; how to obtain free samples; US Customs and its procedures; international banking; foreign exchange; terms of payment; shipping and insurance; fundamentals of marketing in the US and internationally; and exciting tools to increase sales and profits.

\$35 | Sinclair Rimmon
 SMC Main Campus, Math Complex 4
 Sat 1:00p – 3:00p Oct 25

**Channels of Distribution in Importing/
 Exporting**

Channels of Distribution in Importing/Exporting: If you're looking for specific information to expand your knowledge of the importing and exporting business, you'll find it at this seminar. Topics include the most profitable ways to sell your products; profile of a successful importer and exporter; sources of international marketing information; general international trade

procedures; marketing research; channels of distribution; and more!

\$35 | Sinclair Rimmon
SMC Main Campus, Math Complex 4
Sun 10:00a – 12:00p Oct 26

Assertive Communication to Reach Your Goals & Life Fulfillment

This is a practical seminar for communicating powerfully and effectively to achieve win-win results. Learn the delight of communicating assertively with grace and without anxiety. Find out how to express yourself clearly, explain your ideas convincingly, and motivate others to believe in you. You'll learn how to deal effectively with day-to-day situations in your job, business, or profession; how to face difficult or 'ornery' people with confidence, ease, and success; how to realize your potential and develop a more rewarding life and fulfillment; and how to expand the quality of your interpersonal relationships and the magnitude of your achievements.

\$35 | Sinclair Rimmon
SMC Main Campus, Math Complex 4
Sun 1:00p – 3:00p Oct 26

Computer and Internet Courses

ADOBE PHOTOSHOP, ILLUSTRATOR, AND WEBSITE DESIGN SERIES

Sign up for workshops that show you how to use Photoshop and Illustrator to create and enhance your photographs and design ideas and/or to design and publish your own websites. These are hands-on classes, with each student working at an individual computer. You're welcome to attend one or more of these workshops. The discount rate applies only if you pre-register to attend two or three workshops.

**Series Pricing: \$569/three classes;
\$399/two classes; \$229/class**

Adobe Photoshop (Level I)

Learn to harness your imagination and create your own dreamworlds with Adobe Photoshop. Discover how to turn ordinary photographs into works of art. Gain an understanding of the basic principles of photo management for professional use. This intensive six-week workshop on the world's most popular computer graphic application covers all general categories of digital

imaging for use in both print and on the Web. Class for WINDOWS ONLY.

\$229 | Gregory Van Zuyen
SMC Bundy Campus, Room 127
Tue 6:30p – 9:30p Sep 9 – Oct 14

Adobe Illustrator (Level I)

Master the artist inside you. Adobe Illustrator puts all the tools in your hand to render professional graphics and exciting designs for greeting cards, posters, T-shirts, and more! Learn how to use Illustrator to create company logos and colorful artwork for a variety of uses, including printing and fashion design. This class is for WINDOWS ONLY.

\$229 | Gregory Van Zuyen
SMC Bundy Campus, Room 127
Wed 6:30p – 9:30p Sep 10 – Oct 15

Design & Publish Your Own Websites

Prerequisite: Familiarity with Adobe Photoshop. Learn everything you need to create your own website using Adobe Dreamweaver and other programs. In a class that demystifies the Internet and provides a broad base of knowledge on how to begin publishing on the web, gain a basic understanding of HTML, CSS, and formats such as Wordpress, and how to use them to design interactive webpages. Develop the skills to create simple animations, rollovers, and behavior scripts to help you better manage and profit from existing sites.

\$229 | Gregory Van Zuyen
SMC Bundy Campus, Room 127
Thu 6:30p – 9:30p Sep 11 – Oct 16



© Dallas Souter, Adobe Photoshop

Fundamentals of Microsoft Excel for the PC – Creating Spreadsheets

Prerequisite: Familiarity with Windows and the mouse. In a one-day professional course on Microsoft Excel 2010, learn how to create a professional worksheet, build formulas on a worksheet, use automatic functions on a worksheet, create professional charts, and sort and filter databases lists. Class combines hands-on experience with lectures and in-class practice exercises. *You will have your own individual computer to use during class.* Bring a USB flash drive (or memory stick; no CDs), a notebook, and a pen to class. Course guide and files of practice exercises included in registration fee. Bring a sack lunch.

\$129 | Odemaris Valdivia
SMC Bundy Campus, Room 127

Fri 9:00a – 4:00p Sep 5

Computer, Internet, and Email Basics for the Everyday

Attaching photos and documents to your email seems daunting? The Internet seems like an ocean of information you just can't conquer? This introductory computer workshop is ideal if you need everyday computer basics to cope in the rapidly evolving world of the Internet. Come find out about computer hardware, software, using MS Windows, various browsers for the Internet, email, and file management. Gain an overview of networks, and learn how to bookmark webpages and save files so you can find them later. You will leave the class feeling confident about performing Internet searches for jobs, information, and material items. *This is a hands-on class, with each student working at an individual computer.* Bring to class a USB flash drive, along with a notebook and pen.

\$69 | Richard Utas
SMC Bundy Campus, Room 127

Sat 9:00a – 1:00p Oct 11

MSWord and MExcel for the Job Market

Gain confidence to enter or return to the job market by developing your computer skills. Learn the basics for creating MS Word documents and MS Excel spreadsheets. As you create simple Word documents and a sample resume, you will find out how to use bullets and numbering, set margins, make font changes, and set styles. Working in Excel, you will learn the basics of math functions, copy and paste functions, margins, and linking as you create a sample budget sheet. *This is a hands-on class, with each student working at an individual computer.* Bring to class a USB flash drive, along with a notebook and pen.

\$69 | Richard Utas
SMC Bundy Campus, Room 127

Sat 2:00p – 6:00p Oct 11

SOCIAL MEDIA

Blogging for Fun & Profit

Find out what a blog is and where blogs are found, then learn how to create your own blog. Explore how to use blogs to share information, ideas, pictures, and videos with family, friends, organizations, and customers. Discover how to use your blog to make money through affiliate programs and other methods, and how to use your blog effectively on social media sites. Materials fee \$30 at class.

\$45 | Bob Cohen
SMC Bundy Campus, Room 240

Tue 6:30p – 9:30p Sep 30

Facebook, Twitter, and Social Networking for Beginners

Facebook, Twitter, LinkedIn, and blogs have changed how people use the Internet. Whether you want to stay in touch with family and friends or learn how to leverage social networking for your business, this workshop is designed to give you an understanding of these exciting tools, how each one differs, and how they can be used to maximize their effectiveness. Learn how to set up an account, manage privacy, conduct searches, and establish connections using the most popular social networking services. Materials fee \$30 at class.

\$45 | Bob Cohen
SMC Bundy Campus, Room 240

Tue 6:30p – 9:30p Oct 21

iPhones, iPads, & I m Lost!

Today's iPhone and iPad can do so much more than make calls and transmit text. Come explore what you really have at your fingertips! Find out how to make the most of your iPhone or iPad as you learn how to set up and use it for email, texting, Bluetooth, and WiFi networks. Pick up tips and techniques for installing apps, taking and sending terrific photos, and making your iPhone or iPad even smarter. iPhone or iPad not required for this class. Class does not cover use of Droids. Materials fee \$30 at class.

\$45 | Bob Cohen
SMC Bundy Campus, Room 216

Wed 6:30p – 9:30p Nov 5

Secrets of Public Works Projects Series

**Don't jeopardize your PROFITS.
Learn what you need to know to
keep your projects on track!**

Secrets of Public Works Projects Series:

- Prevailing Wage: Tips You Need Before You Bid
- Estimating for Greater Profit
- Developing Good Business Infrastructure

Dates TBA, check the website for updates or call 310-434-3400.



Construction

SECRETS OF PUBLIC WORKS PROJECTS SERIES

Thinking about bidding on public construction jobs? California has \$100 billion in approved public works projects that require Small Business Enterprise participation goals. If you are in the construction business, come find out what the rules and requirements are to bid on projects that mean money and growth for your company. This certificated series is designed to be your blueprint to succeed in public works construction, covering such topics as how to structure your business for the proper recordkeeping, the language of public works, prevailing wage, the laws that govern public works, and the difference between bidding private vs. public projects. You will also be connected to the Santa Monica Small Business Development Center (SBDC) for one-on-one assistance in putting what you learn to work for you!

Dates TBA, check the website for updates or call 310-434-3400. Series include: Prevailing Wages, Estimating for Greater Profit, and Developing Good Business Infrastructure.

Health Professions

Phlebotomy Certification

Phlebotomy Technicians are in demand as one of the fastest growing occupations in healthcare. Launch your career as a Phlebotomy Technician, collecting blood samples from patients in a hospital, clinical laboratory, medical office, or clinic. Through lectures and hands-on training, learn what you need to know about the circulatory system, venipuncture technique and specimen collection, risk factors and complications, and quality assurance. This course provides a complete learning experience—with 42 hours of classroom

instruction and a 40-hour hands-on externship—and prepares you to take the national exam to become a Certified Phlebotomy Technician. A certificate of completion is awarded upon successful completion of the course. You must be at least 18 years old or older and have a high school diploma or equivalent. Payment plans available. To register, go to www.CaliforniaPhlebotomyTraining.com or call (888) Phlebotomy.

\$2,500 | Training Specialists Staff, Phlebotomy

SMC Bundy Campus, Room 217

Sat 9:00a – 4:00p

Sep 13 – Oct 25

Counseling, Social Work, & Behavioral Therapy

The Creativity Workshop – Healing & Transformation Through Creative Arts (CE Credit)

Find out how to integrate visual art with writing and movement for personal growth and professional advancement. Reduce stress and increase work and personal satisfaction by exploring the arts in a supportive setting. Rejuvenate yourself and witness the profound creativity within each person participating in this workshop, including you! The expressive arts provide an active, in-depth, and vivid avenue for well-being and personal expression. The processes covered in this workshop are valuable in therapeutic settings. Learn how you—as a healing professional—can incorporate these creative tools into a therapeutic and healing practice. This workshop is designed for all levels of creative experience, and will be held at a local private studio (address will be provided at registration). THIS WORKSHOP IS OPEN TO THE GENERAL PUBLIC. *This workshop meets*

the qualifications for 24 hours of continuing education credit for MFTs and/or LCSWs as required by the California Board of Behavioral Sciences – BBS Provider 3048. Additional cost for processing CE credits is \$35, paid directly to instructor. Materials fee \$10 at class.

\$129 | Patrisha Thomson
Thomson Art Studio, Art Studio

Wed 6:30p – 9:30p Sep 24 – Oct 29

Reiki 1 & 2

Magnify the natural healing energy in your hands. In an intensive workshop, find out how to perform Reiki sessions on yourself and others. Learn basic and advanced techniques for relieving migraines, reducing joint pain, lessening stress, improving concentration, and increasing vitality. Practice sending distance healing, empowering goals, and more. No supplements, special beliefs, equipment, or meditation ability required. A certificate of completion from the International Center for Reiki Training is awarded upon successful completion of the course. Course fee includes manual. **THIS WORKSHOP IS OPEN TO THE GENERAL PUBLIC.** *This workshop meets the qualifications for 17.4 hours of continuing education credit for Nurses (Cal. Board of Nursing Provider CEP13393) and Massage Therapists (NCBTMB Provider 051711-00 Category A).*

\$349 | Jessica Miller
SMC Bundy Campus, Room 123

Sun, Sat 9:00a – 7:00p Nov 22 – Nov 23

Attention, Au Pairs!

EARN EDUCATIONAL HOURS



© Carlos Hernandez/cultura/Corbis

You can earn educational hours on a per-hour-attended basis by taking ANY of our Community Education classes.

** Educational hours are awarded based on attendance, NOT class length, and are NOT for transfer credit.*

Go to commed.smc.edu and click on “Au Pairs”

Landscape Professional

Sustainable Landscape Architecture: Developing a Planting Specification & Details

Learn how to draw up a planting specification plan, including soil reports, plant spacing details, and proper tree planting. Find out how to create a water budget. Learn how to create tree protection plans. Discover how to improve soil structure, analyze deficiencies, and specify the correct amendments. Also, learn about mycorrhizal fungi and soil biota. Class is designed for professional landscape architects and requires knowledge of AutoCAD and Sketchup.

FREE | Russell Ackerman
SMC Bundy Campus, Room 240

Tue 4:00p – 7:00p Sep 16

Sustainable Landscape Architecture: Developing an Irrigation Plan

Prerequisite: Familiarity with AutoCAD and Sketchup. In a FREE course designed for professional landscape architects, find out all about drip irrigation systems, including valves, subsurface irrigation, slopes, and how to troubleshoot a system. Learn about local irrigation requirements and how to meet them using rotary sprayheads, tree bubblers, and other methods. Get tips on how to install backflow-prevention devices properly. Also, find out about the latest technology in irrigation controllers, and which ones meet local requirements.

FREE | Russell Ackerman
SMC Bundy Campus, Room 240

Tue 4:00p – 7:00p Nov 18

Money Management

Passport to Retirement

Many adults feel that the most critical financial concern they face is whether they will be able to afford to retire some day. They fear they may outlive their money and they don't understand the basics of retirement planning and investment management. Learn about the most common roadblocks to retirement-planning success and how to avoid them. Explore how to use stocks, bonds, mutual funds, and other investments to pursue your retirement goals. Find out about proven strategies that will arm you with the information you need to make good retirement decisions. You may bring your spouse or a guest to class at no extra cost.

\$79 | Paul Heising
SMC Bundy Campus, Room 235

Sat 9:30a – 12:00p Sep 20 – Oct 11

Tue 6:30p – 9:00p Sep 23 – Oct 14

Investment Bootcamp

Retirement Plans—Mutual Fund—Annuities: Whether you're a beginning or an experienced investor, here's a practical way to evaluate and judge investment choices. Find out about the mechanics and potential return on mutual funds, annuities, stocks, bonds, and real estates. Discover tax strategies that allow you to keep more of what you earn. Learn the secrets of the money-management principles used by successful investors such as Warren Buffet, Benjamin Graham, and Peter Drucker. If you have any sort of retirement account—a 401(k), 403(b), or IRA, for example—this class is a must!

\$49 | Searchlight Financial Staff
SMC Bundy Campus, Room 212

Wed 6:30p – 9:00p Oct 1

How to Maximize Your Social Security Benefits

Filing for Social Security benefits can be stressful. Failing to use the right strategy when choosing when and how to claim benefits can cost you a lot of money, and potentially put your surviving spouse at financial risk. Don't leave thousands of dollars "on the table" simply because you don't understand how to optimize your benefits. Join us for an informative and easy-to-understand seminar that explores how you can maximize your Social Security income. Gain the knowledge you need to make an educated and confident election decision. This seminar is designed to assist those who have not yet, but will soon begin receiving their Social Security retirement benefits, and those who have begun their payments within the past year.

\$49 | Searchlight Financial Staff
SMC Bundy Campus, Room 212

Sat 10:00a – 12:00p Oct 25

Notary Public/ Renewal

Become a Notary in One Day

Start your own business, become a more valuable employee, provide customer service for your business or organization, earn additional income, or get recommissioned as a Notary Public! Sign up for this intensive one-day seminar designed to equip you with everything you need to know to become an effective Notary. Find out about the laws

that all California Notaries are required to know, as well as what you need to know to pass the State exam (required to be taken every 4 years), identify document signers, keep a journal, fill out certificates, and avoid lawsuits. Seminar includes a practice Notary Public Exam. No admittance to seminar after 8:30 a.m. and you must be on time when returning to the classroom from a break, due to State regulations. If you wish, you can register and take the State exam immediately after completing the seminar. To take the exam, you must be at least 18 years old, have NO felonies on your record, and present: (1) a check made payable to the Secretary of State in the amount of \$40 (for new applicants and renewals); (2) a current driver's license with photo, state-issued ID card, or other appropriate photo ID; (3) a 2"x2" color passport photo; and (4) two sharpened #2 pencils. PLEASE NOTE: Upon passing the exam, you are required to submit Live Scan fingerprints (details will be provided at the seminar). Cooperative Personal Services will begin exam registration takes at 4:00pm with the exam directly following. Materials fee \$30 at class.

\$99 | Carrie Christensen
SMC Bundy Campus, Room 213

Sat 8:00a – 6:00p Oct 11

Renew as a Notary in One Day!

Do you need to renew your status as a Notary? Do it the easy way! Sign up for this 3-hour, State-approved refresher course, and review all the laws, regulations, and other factors that apply to you as a Notary. If your commission has lapsed you must take a 6-hour approved course before taking the exam. Materials fee \$30 at class. PLEASE NOTE: You will be required to pass the State exam and to submit 'Live Scan' fingerprints (details will be provided at the seminar). If you wish, you can register and take the State exam immediately after completing the seminar. To take the exam, you must be at least 18 years old, have NO felonies on your record, and present: (1) a check made payable to the Secretary of State in the amount of \$40; (2) a current driver's license with photo, state-issued ID card, or other appropriate photo ID; (3) 2x2 passport color photo; and (4) two sharpened #2 pencils. Exam registration takes place from 4:15pm to 5pm. The exam will be from 5pm to 6pm. Exam seating limited—seats will be assigned to those registered first. Materials fee \$30 at class.

\$50 | Carrie Christensen
SMC Bundy Campus, Room 213

Sat 12:30p – 4:00p Oct 11

Real Estate

These courses meet the California Bureau of Real Estate (BRE) requirements for applicants for California Real Estate License examinations. To apply for and take the BRE examination, you are required to satisfactorily complete Real Estate Principles, Real Estate Practice, and one more class of your choice.

Each course consists of 45 hours of classroom instruction plus a final exam. You must complete the course AND take and pass the final exam to receive credit for the course. The final exam is given at the final class meeting, and there will be NO MAKE-UP EXAM. **To receive the BRE-sanctioned certificate of completion for the course, you must have at least 85% attendance—which means you may not miss more than 3 classes—and you must pass the final exam with a score of 70% or better.**

For all exams (including practice exams), you must bring to class two No. 2 pencils with eraser, a 100-question Scantron Form No. 882-E (available for purchase at the SMC Bookstore), and a basic 4-function calculator.

The cost of any books required for a course is included in the course registration fee unless otherwise noted.

Legal Aspects of Real Estate (1406-93)

Real estate is the most valuable asset most people will ever own, yet many real estate agents receive inadequate training in how to avoid potential legal problems related to its sale and/or purchase. Doing an honest job for clients and staying out of litigation is important! This 45-hour course is designed to provide a basic introduction to contract law and what makes a real estate contract valid. Class also provides an overview of disclosure laws and what real estate agents should and should not reveal; how to handle ethical problems and laws regarding racial discrimination and “steering”; potential problems to be on the watch for; and how to use negotiation as a means to avoid conflict. The course fulfills a basic real estate course requirement for a California Real Estate License, but is also suitable for anyone seeking insight before making a real estate purchase. The materials fee includes cost of textbook that will be distributed at first class meeting. For subsequent classes, you are expected to read each required chapter(s) PRIOR to the class meeting, to assist you in understanding the materials presented in class. Additional materials fee of \$50 due at time of registration.

\$249 | Ronald Vitale
SMC Bundy Campus, Room 440

Thu 6:30p – 9:30p Sep 4 – Dec 18*

*No class on Nov 27.

Real Estate Principles (1403-93)

This 45-hour course is required for the California Bureau of Real Estate Licensing Exam in order to work as a real estate salesperson in California; students are mandated by the California Bureau of Real Estate to have an attendance of 85% and pass the final exam with a score of 70% or better. Materials fee includes cost of textbook that will be distributed at first class meeting. For subsequent classes, you are expected to read each required chapter(s) PRIOR to the class meeting, to assist you in understanding the materials presented in class. Additional materials fee of \$50 due at time of registration.

\$249 | John Anderson
SMC Bundy Campus, Room 428

Mon 6:30p – 9:30p Sep 8 – Dec 15

Real Estate Practice (1404-93)

This 45-hour course is a practical study of California real estate to assist licensees, property owners or managers, and others interested in the practice of real estate. This course is a requirement for a California Bureau of Real Estate Salesperson’s License; students are mandated by the California Bureau of Real Estate to have an attendance of 85% and pass the final exam with a score of 70% or better. Materials fee includes cost of textbook that will be distributed at first class meeting. For subsequent classes, you are expected to read each required chapter(s) PRIOR to the class meeting, to assist you in understanding the materials presented in class. You will be responsible for presenting to the class a periodical article regarding a real estate event. You will also be responsible for completing and presenting a class project that will require basic research, solicitation of public information, preparation outside of class meetings, and maintaining a notebook of all documentation for your instructor’s periodic review. Additional materials fee of \$50 due at time of registration.

\$249 | John Anderson
SMC Bundy Campus, Room 428

Wed 6:30p – 9:30p Sep 10 – Dec 17

Entrepreneurship

For information and to register for the following seminars and workshops, please visit smcsbdc.org or call the SMC Small Business Development Center at (310) 434-3566. *Classes subject to change without notice.*

Mastering QuickBooks I: The Basics

Gain basic hands-on training in using QuickBooks for managing financial information.

Learn invoicing, receiving payments, making deposits, cash memos, cash sales, and estimates. Please bring your own USB flash drive to save all your work. You do not need to own the software to take this workshop.

Mastering QuickBooks II: Beyond the Basics

Learn how to handle purchase orders, inventory, entering and paying bills, writing checks, sales tax, reports, memorizing transactions, and bank account reconciliations. Please bring your own USB flash drive to save all your work. You do not need to own the software to take this workshop.

Legal: INC, LLC, DBA...Which is Best?

Explore the basic benefits and risks of becoming a sole proprietor, corporation, LLC, or partnership in a course that examines equity, debt, and other strategies.

Keys to the SBA Loan Process

Find out about the hidden factors of getting an SBA-backed loan. Understand the 10 major benefits of getting an SBA-backed loan. Learn the five keys to getting your loan funded, what it takes for the lender to work on your first loan, and how to make your loan package stand out from others.

Social Media, and Marketing & Sales

Learn how to use new technology platforms and social media to reach customers, as well as create marketing and sales strategies to increase business.

How to Write a Business Plan

Find out about the theory behind planning for success in writing a business plan in a workshop that examines a plan's major elements and outlines completion strategies, including resources. NOTE: A business plan is required for SBA loans.

Increase Profits: Exports to Global Markets

Learn what you need to know about identifying potential global markets, global market entry, financing you export transactions, compliance and regulatory matters, getting your products delivered overseas, and creating your export roadmap for success.

Legal: Contracts – The Devil in the Details

Gain a detailed understanding of the agreements you use every day to buy, sell, and barter. Find out what a contract is, how it is created, the pluses and minuses of oral vs. written contracts, contract enforcement, and dealing with broken promises. Plus, bring your own leases to class to review the clauses and issues.

Start-up Basics: Staying on Track

Learn how to define your mission and vision statements. Create strategies to focus your business on its core mission. Develop a roadmap for your business success!

Start-up Basics: Strategic Planning

This workshop is a continuation of Start-up Basics: Staying on Track. Expand on what you learned in the Staying on Track workshop and begin the work of defining strategies to achieve your mission and vision for your business, and placing them into an action plan. Be sure to bring along the worksheets for Mission, Vision, and Position statements that you developed in Start-up Basics: Staying on Track.

Business Boot Camp

Learn the basics of starting a business the right way. Find out about permits and licensing, corporate formation basics, business planning, loan basics, social networking tips, and more!

Micro Lending Workshop

Discover a new way to find stimulus funds and business loans through micro lending. Micro loans—which are relatively easy to qualify for—typically range from \$1,000 to \$35,000, with 3-to-7-year terms. Come meet with micro lenders and find out what it takes to get a micro loan.

Networking Event & Resource Fair

EXCLUSIVELY FOR SMC SBDC CLIENTS! Join us for a networking event and resource fair that offers the opportunity to meet other SBDC business clients, and to reserve a table space to show off your products or marketing materials.

Financing through Crowdfunding

“Crowdfunding” is a new approach to funding projects and businesses made possible by the Internet. Learn how businesses can solicit contributions from a stakeholder where there is no expected return on investment, a lending agreement, or an investment exchanged for equity, profit, or revenue sharing.

Legal: Patents, Trademarks, and Copyrights

Learn how to protect your business and personal logos, pictures, stories, inventions, and other intellectual property.



at commed.smc.edu

Skills to Compete in Today's Job Market

Opportunities are out there if you are ready...



.....
▼ **Real Estate**
Medical Billing
Social Media Marketing
Computer Skills

- Convenient Classes
- Certificate programs
- New and cutting edge skills
- Increase your earnings
- Expand your options

Get Ready!

.....
▼ **On-going Classes**
Start Now!



update your skills

COMMUNITY EDUCATION > SMC

www.updateURskills.com

310.434.3400



ON THE NET

SMC Community Education offers a wide variety of courses online. These classes are especially convenient for those with work, school, or childcare commitments, physical disabilities, limited access to transportation, or other circumstances that make it difficult to participate in a traditional classroom setting. Our online business and professional courses are designed to increase your success in the business world.

ed2go

ABOUT THE COURSES: Online courses offered through ed2go use an attractive, image-laden Web interface. Courses run for 6 weeks (with a 2-week grace period at the end), and can be completed entirely from your home or office at any hour. Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more.

Unless otherwise noted, all courses are open to both Windows PC and Mac users. Class fee is \$99 unless otherwise noted. Fee may be higher if class provides professional certification.

REQUIREMENTS: You must have Internet access, e-mail, and Netscape Navigator, Firefox, or Microsoft Internet Explorer to participate in these classes. Some courses may have additional requirements. Lessons, lecture notes, assignments, additional course information, and instructor's comments are picked up—and student work is submitted—at the Online Instruction Center. If the class you choose requires a certain program you must have the required program on your computer, it is not provided with the course.

START DATES & REGISTRATION: Every online course we offer—including the specialty ones listed only online—has a new section starting on:

Wednesday, September 17

Wednesday, October 15

Wednesday, November 12

Wednesday, December 10

How to begin your class:

1. Log into your SMC Community Education account at <http://commed.smc.edu>
2. Click on "current registrations"
3. Locate the class and click its corresponding 'Go to Class' link.

ONLINE WRITING CLASSES

Grammar Refresher	\$99
Correcting Oral & Written Errors	\$99
Beginning Writer's Workshop	\$99

Effective Business Writing	\$99
The Craft of Magazine Writing	\$99
Travel Writing	\$99
Writing for Children	\$99
Writerrific: Creativity Training for Writers	\$99
Write Your Life Story	\$99
Your Screenwriting Career	\$99
Demystifying Forensic Science: A Writer's Guide	\$99
Fundamentals of Technical Writing	\$99
The Keys to Effective Editing	\$99
A-to-Z Grant Writing	\$99
Get Grants!	\$99

ONLINE BUSINESS CLASSES

Distribution & Logistics Management	\$99
Keyboarding (Windows Only)	\$99
Computer Skills for the Workplace (Windows Only)	\$99
Project Management Fundamentals	\$99
Introduction to Nonprofit Management	\$99
Marketing Your Nonprofit	\$99
Learn to Buy and Sell on eBay	\$99
Creating a Successful Business Plan	\$99
Start and Operate Your Own Home-Based Business	\$99
Start Your Own Consulting Practice	\$99
Becoming a Grant Writing Consultant	\$99
Wow, What a Great Event!	\$99
Secrets of the Caterer	\$99
Growing Plants for Fun and Profit	\$99
Accounting Fundamentals	\$99
Fundamentals of Supervision and Management	\$99
Administrative Assistant Fundamentals	\$99
Become a Veterinary Assistant	\$99
Six Sigma: Total Quality Fundamentals	\$99
Real Estate Investing	\$99
Stocks, Bonds, and Investing: Oh, My!	\$99

ONLINE PERSONAL ENRICHMENT CLASSES

Drawing for the Absolute Beginner	\$99
Secrets of Better Photography	\$99
Discover Digital Photography	\$99
Mastering Digital Photography: Photographing People	\$99
Making Movies with Windows XP	\$99
Photoshop 7 for the Absolute Beginner	\$99
Speed Spanish	\$99
Speed Spanish II	\$99
Beginning Conversational French	\$99
Music Made Easy	\$99
Ready, Set, Read	\$99
Understanding Adolescents	\$99
Medical Terminology: A Word Association Approach	\$99

ONLINE COMPUTER CLASSES

COMPUTER COURSES

Digital Photography Output	\$99
PC Troubleshooting	\$99
Introduction to Oracle (Windows Only) Δ	\$99
Photoshop 7 for the Absolute Beginner	\$99
Introduction to Photoshop 7 Δ	\$99
Introduction to Photoshop CS4	\$99
Making Movies with Windows XP	\$99
Introduction to Visual Basic .NET (Windows Only)	\$99
Introduction to Visual Basic 6.0 (Windows Only)	\$99
A+ Certification Prep (Windows Only)	\$109
C++ for the Absolute Beginner (Windows Only)	\$99
Network+ Certification Prep (Windows Only)	\$109
Introduction to SQL (Windows Only)	\$109
Introduction to Perl Programming (Windows Only)	\$99
Wireless Networking	\$99
Introduction to Networking (Windows Only) Δ	\$99

INTERNET COURSES

Introduction to the Internet	\$99
Creating Web Pages Δ	\$99
Designing Effective Websites	\$99
Introduction to Macromedia Director MX 2004	\$99
Introduction to Dreamweaver MX	\$99
Introduction to Flash MX	\$99
Introduction to Java Programming	\$109
Achieving Top Search Engine Positions	\$99

ONLINE TEST PREPARATION CLASSES

GED Preparation	\$99
GED Preparation - Language Arts, Writing Test	\$99
GRE Preparation - Part 1 (Verbal and Analytical)	\$109
GRE Preparation - Part 2 (Quantitative)	\$109
SAT/ACT Preparation - Part 1 (Verbal and Science Reasoning)	\$99
SAT/ACT Preparation - Part 2 (Quantitative)	\$99
GMAT Preparation	\$109
LSAT Preparation - Part 1	\$99
LSAT Preparation - Part 2	\$99

Δ Classes on how to use other versions of this software are available. To see listings, go to www.ed2go.com/smc and click on <Courses>.

Driver Education

Driver's Ed Online!

Prerequisite: Must be age 15½ or older. Are you a teen or adult who wants to learn how to drive? Before you get behind the wheel, sign up for this online course—approved by the California Department of Motor Vehicles (DMV)—and find out about the rules of the road and how to stay safe under a wide range of driving situations. This comprehensive course is a 100% safe, secure, and convenient way to learn safe driving and accident prevention. A certificate of completion is awarded upon successfully completing the course and passing the exam. Open to both Windows PC and Mac users. You may start this course whenever it's convenient for you to do so. Additional details and information will be provided at registration. Go to smc.driversedonline.com to register for this class.

Open start date

Fee: \$29.50

Traffic School Online!

Got a ticket? Here's a way to help you get it dismissed, stay point-free, and reduce insurance costs! Sign up for online traffic school—approved by the California Department of Motor Vehicles (DMV)—and gain a comprehensive review of the rules of the road, safe driving techniques, and how to prevent accidents. A certificate of completion is awarded upon successfully completing the course and passing the exam. Open to both Windows PC and Mac users. You may start this course whenever it's convenient for you to do so. Additional details and information will be provided at registration. Go to trafficschoolonline.com to register for this class.

Open start date

Fee: \$29.97

Notary

Become a Notary Public Online!

Learn everything you need to know—in an online course approved by the State of California—to take the State exam and be on your way to becoming a new or recommissioned Notary Public. All materials—including our Notary Public Sourcebook, which presents practice exams after each section, sample notary scenarios and certificates, marketing solutions, and the laws and regulations that apply to notaries—are included in the course fee. A certificate of completion is awarded upon receipt of an affidavit indicating the student has read all course materials. Open to both Windows PC and Mac users. You may start this course

whenever it's convenient for you to do so. Additional details and information on when and where to take the State exam will be provided at registration.

Open start date

Fee: \$75

Personal Fitness Training Certificate

The Personal Fitness Training Professional Certificate program—**offered as an online series of interactive courses with an optional field internship**—is designed for individuals seeking an exciting new career in the emerging field of personal training, as well as established allied health and fitness professionals from all fields—including athletic trainers, wellness consultants, and registered dietitians—seeking continuing education.

The Web-based program makes it convenient for you—regardless of where you are or the time of day—to fit the program's courses into busy work and home schedules. You can earn your certificate in as little as five months or (if necessary) as long as two years.

To qualify for the program certificate, you must enroll in the Personal Fitness Training Professional Certificate program and complete all 5 core courses. There is also an optional field internship. A certificate of completion is awarded upon successful completion of each course.

Students who have completed the core Certificate may then register for the Advanced Professional Certificate program, which requires three additional courses. The Advanced Professional Certificate is designed for students interested in furthering their education in personal training by learning how to incorporate specialized resistance training, functional movements, and nutritional guidance into programs for their clients.

The cost of any books or other materials required for a course is NOT included in the course registration fee.

Information about textbooks and course materials will be provided when you register. For more information about the program and the jobs and careers it can lead to, please send email to the program coordinator, Ken Baldwin, M.Ed (kbpft@yahoo.com). Please visit www.efs.pageout.net for full course descriptions and an online demo. Classes are set up for open enrollment.

PROFESSIONAL CERTIFICATE PROGRAM

Introduction to Exercise Science – Level I

This **online** course helps students gain an understanding of musculoskeletal and functional anatomy and the effects of exercise placed on joint structure during exercise movements.

Open enrollment

Fee: \$249

Introduction to Exercise Science – Level II

This **online** course teaches the personal trainer how the muscular, skeletal, and cardiorespiratory systems function with and without exercise conditioning.

Open enrollment

Fee: \$249

Health Risk Profiles and Fitness Assessment Techniques

This **online** course teaches the personal trainer how to assess and evaluate cardio respiratory endurance, muscular testing techniques, flexibility, body-fat analysis, blood pressure, and body measurements based on ACSM guidelines.

Open enrollment

Fee: \$249

Business Administration and Management Aspects for Personal Trainers

This **online** course provides the personal trainer with a solid background in developing or starting a personal training business, and covers topics such as financial management, marketing strategies, and business plan development.

Open enrollment

Fee: \$249

Designing Exercise Prescriptions for Normal/Special Populations

This **online** course teaches the personal trainer how to develop an exercise prescription in relation to health implications for normal/special populations due to age, medical condition, and fitness level.

Open enrollment

Fee: \$249

Optional-Field Internship in Personal Fitness Training (60 hours)

Prerequisite: Completion of 5 core courses and CPR certification. This is an optional course, and is not required for the Professional Certificate program. Students will work with professionals in the fitness and health industry at fitness facilities and health centers.

Open enrollment

Fee: \$249

ADVANCED PROFESSIONAL CERTIFICATE COURSES

Nutritional Analysis and Management

This online course teaches basic nutrition principles and how to apply them when designing structured nutritional programs for clients in collaboration with registered dietitians and nutritionists.

Open enrollment Fee: \$249

Functional Flexibility, Core, and Balance Training

This online course examines principles and techniques for evaluating and implementing exercise prescriptions that include instruction in flexibility, core, and balance training.

Open enrollment Fee: \$249

The Science and Biomechanics of Resistance/Weight Training Techniques

This online course provides a systematic educational approach to teaching resistance/weight training movements.

Open enrollment Fee: \$249

Gatlin Career Certificate Programs

ABOUT THE PROGRAMS: Career training certificate programs offered online through Gatlin Education Services are designed to prepare students for developing expertise in their desired career field and/or for career certification exams. Programs are structured to meet specific learning requirements related to industry standards. Lessons, assignments, and other course elements are provided through the Gatlin website (www.gatlineducation.com). Each online course has a specific instructor assigned to help students with questions and problems. A certificate of completion is awarded upon successful completion of a course.

Unless otherwise noted, programs are open to both Windows PC and Mac users.

Brief program descriptions are presented here. Visit www.gatlineducation.com for detailed program descriptions and demos.

REQUIREMENTS: To participate in these programs, you must have Internet access, e-mail, Netscape Navigator or Microsoft Internet Explorer, and word processing software such as Microsoft Word. Some courses may have additional requirements.

START DATES & REGISTRATION: You may start any of the Gatlin courses listed here whenever it's convenient for you to do so. Signing up for a course is easy! Just go

to www.gatlineducation.com and follow the instructions. You may also call (310) 434-3400. (Send e-mail to support@gatlineducation.com if you have technical questions prior to enrolling.)

BUSINESS PROGRAMS

Certified Bookkeeper

Program for experienced bookkeeper's leads to national certification by the American Institute of Professional Bookkeepers (AIPB). Textbook included in course fee.

80 Hours Fee: \$1,795

Certified Mediator

Mediation and dispute resolution are rapidly growing fields of study and sought after skills in the workplace. This comprehensive course provides the core skill sets necessary for the practice of mediation. Textbook included in course fee.

60 Hours Fee: \$1,595

Technical Writing

This program is designed for anyone who wishes to develop their technical writing abilities to a professional level. Students will learn research methods, audience considerations, style, drafting and revision techniques, how to work in a collaborative environment, and more.

80 Hours Fee: \$1,595

CONSTRUCTION TECHNOLOGY PROGRAMS

Home Inspection Certificate

Program covers the principal components of home inspection procedures and processes.

200 Hours Fee: \$2,095

HVAC Technician Certificate

Detailed preparation for entry-level positions in the HVACR industry, continuing education for upgrading skills, or becoming certified or licensed (NATE, etc.).

320 Hours Fee: \$3,095

Freight Broker/Agent Training

Become a part of the exciting trucking, freight logistics, and transportation industries!

150 Hours Fee: \$1,695

Principles of Green Building

The Principles of Green Buildings (PGB) course explains the science that individuals in the building, remodeling, or trade

industries need to know to make buildings perform more efficiently.

30 Hours

Fee: \$595

HEALTHCARE PROGRAMS

Certified National Pharmaceutical Representative

Learn the skills necessary to become a certified Pharmaceutical Sales Representative including knowledge in pharmacology, medical terminology, physiology, and regulations for selling pharmaceuticals.

120 Hours

Fee: \$1,595

Emergency Management Training for First Responders

Emergency Management is one of the fastest growing professions. Learn the skills you need to break into this fast-growing profession.

300 Hours

Fee: \$1,995

Pharmacy Technician

Nationally recognized training program teaches the knowledge and skills to gain employment as a pharmacy technician in a hospital or retail pharmacy setting. All materials included in course fee.

240 Hours

Fee: \$1,795

Veterinary Assistant

Training program teaches the essential skills of a veterinary assistant to prepare students for an exciting new career in a veterinary office or hospital. Textbook included in course fee.

240 Hours

Fee: \$1,795

INTERNET, DESIGN, & TECHNICAL PROGRAMS

AutoCAD 2007

This nationally recognized AutoCAD online training program is an essential tool for those seeking AutoCAD training. AutoCAD 2007 is used by many industries including mechanical and civil engineering, architecture, and facilities planning and management. More employers are using AutoCAD, and need workers skilled in AutoCAD, than any other CAD system.

150 Hours

Fee: \$1,795

AutoCAD 2009

AutoCAD 2009 is the leading program for computer-aided design.

150 Hours

Fee: \$1,995

Consider giving a

CONTINUING EDUCATION

Gift Certificate

to that special someone.

We can issue a gift certificate for a specific class or provide gift certificates in specific dollar amounts.

CALL (310) 434-3400 FOR MORE INFORMATION.

Forensic Computer Examiner

Students learn to retrieve evidence and prepare reports, based on that evidence, which will stand up in a court of law

150 Hours

Fee: \$2,995

Graphic Design Certificate

The new software available today makes many people think they are artists. But most employers know better. This class, designed and taught by professional designers, teaches the skills that truly make a professional designer

80 Hours

Fee: \$1,495



PASSPORT TO RETIREMENT – Paul Heising



I think this is a great introduction and overview. I would recommend taking this class several times for the novice/uninitiated. This and many financial/investment/retirement planning should be mandatory in high school.

—William Y.



INTRO TO MOSAIC ART – Carmelo Fiannaca



I would highly recommend this class! I have taken this class several times and will continue to register each time it is offered.

—Nancy D.



OIL PAINTING INTERPRETATION FROM THE MASTERS – Jean Nunez



The teacher is superb!!! Knowledgeable, skilled, experienced, good teaching skills, pleasant, creative, creates a stimulating and harmonious learning (environment) bringing out the best of every student. Will take the class again!

—Student



COLORED PENCILS – Arlene Weinstock



Thanks for your wonderful method of teaching, inspiring through building confidence to “risk!”. I hope to see you again at some future date.

—Mary A.



SPANISH FOR ABSOLUTE BEGINNERS – Lilian Montepeque



Ms. Montepeque not only prepared us for basic Spanish, she kept contact with us by email to give us lesson materials and was happy to help us individually.

—Monica I.



RESIN JEWELRY PART 1 – Laura Souder



This was such a fun and interesting class. Loved it! Excellent, very empowering.

—Adrienne B.



TO REGISTER

All major credit cards accepted. We will e-mail or send you confirmation within two days after receiving your request. If the course is full, we tell you immediately. If you don't hear from us, please call for confirmation.



ONLINE: Go to commed.smc.edu
All major credit cards accepted.



BY PHONE: (310) 434-3400
Telephone Registration Hours are 8:30 am to 4 pm Monday through Friday. All major credit cards accepted.



BY EMAIL: commed@smc.edu



BY FAX: (310) 434-3409
All major credit cards accepted.



BY MAIL: Use the Registration Form in this schedule. Please write a separate check for each class, payable to Santa Monica College. Mail your registration form and check(s) to SMC Community Education, 1900 Pico Blvd., Santa Monica, CA 90405. We will send you maps, lists of materials, etc.



IN PERSON: The SMC Community Education office is located at the SMC Bundy Campus, 3171 S. Bundy Dr. (at Airport Ave.), Room 112, Los Angeles, CA 90066.

OFFICE HOURS: 8:30 am to 5 pm Monday through Friday.

HOLIDAYS: Classes do not meet on November 11 and November 27–30.

ACADEMIC CREDIT: SMC Community Education classes are not equivalent to credit classes, and cannot be used to meet prerequisites in the SMC credit program.

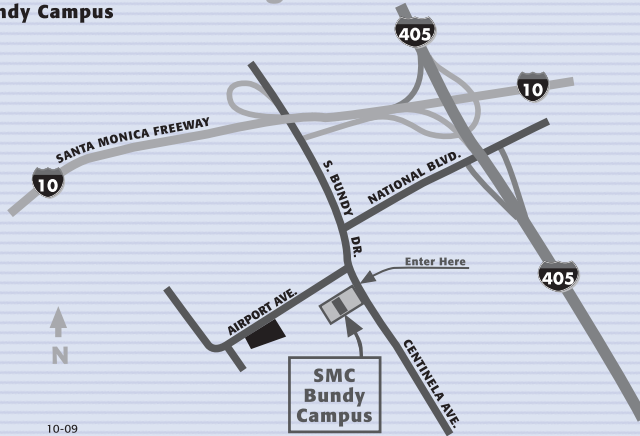
CLASS LOCATIONS/PARKING:

SMC Main Campus – 1900 PICO BLVD.
PERMIT/PAID PARKING – Parking on SMC's main campus requires a decal or temporary parking pass at any hour Monday through Thursday, and until noon on Friday. Public parking on SMC's main campus during those times is ONLY available in Lot 6 and costs \$10 for the entire day/evening (no in-and-out privileges). Head-in parking ONLY.
FREE PARKING – On Fridays AFTER noon (12 pm) and on the weekends, parking on SMC's main campus is FREE and no decal is required. Head-in parking ONLY.

SMC Airport Arts Campus – 2800 AIRPORT AVE.
Parking is free, but requires a decal, available from the SMC Campus Police truck onsite. Head-in parking ONLY.

Santa Monica College

Bundy Campus



SMC Bundy Campus – 3171 S. BUNDY DR.
 Parking is free, but requires a decal, available from the SMC Campus Police truck onsite. Decal is for Student Parking only – DO NOT PARK IN STAFF PARKING – YOU WILL BE TICKETED. Head-in parking ONLY.

SMC Performing Arts Center – 1310 ELEVENTH ST.
 Parking is free, but requires a decal, available from the parking attendant onsite. Decal is for Student Parking only – DO NOT PARK IN STAFF PARKING – YOU WILL BE TICKETED. Head-in parking ONLY.

SMC Emeritus College – 1227 SECOND ST.
 Parking is available in the City parking structure #2, located at the corner of Second St. and Wilshire Blvd. Parking is free for the first 90 minutes, \$1 for the next hour, and \$1.50 for each additional 30 minutes, up to a maximum of \$14. Evening rates after 6pm may vary. Head-in parking ONLY.

CANCELLATION POLICY: Requests for withdrawal from a class must be submitted in writing at least five business days before the start date of the class. You will receive a credit voucher applicable to future classes. A minimum service charge of \$10 will be withheld. Full refunds are granted only if a class is cancelled, discontinued, or rescheduled. Please allow 4 to 5 weeks for processing.

TRANSPORTATION, FIELD TRIPS, & EXCURSIONS: SMC Community Education does not provide transportation for any voluntary field trips or excursions to any off-campus locations. Although staff may assist in coordinating this transportation or may recommend travel routes, etc., Santa

Monica College is in no way responsible and assumes no liability for any losses or injuries resulting from any non-District-sponsored transportation. If you ride with another SMC student, that student is not an agent of, or driving on behalf of, Santa Monica College. According to California Code of Regulations §55450, if you participate in a voluntary field trip or excursion, you are deemed to have held harmless the District and its officers, agents, and employees from all liability or claims which may arise out of or in connection with your participation in this activity.

SPECIAL NOTE: Due to limited staff ratio, it is usually required that any person with special needs be accompanied by an aid or caregiver, depending on the severity of the disability.

SMC ADMINISTRATION AND STAFF
 Dr. Chui L. Tsang, Superintendent/President
 Dr. Patricia Ramos, Dean, Workforce & Economic Development
 Michelle King, Director, Career & Contract Education

COMMUNITY EDUCATION STAFF
 Luis Jauregui; Alice Meyering; Jocelyn Winn

Schedule prepared by
SMC Office of Marketing

SMC BOARD OF TRUSTEES
 Dr. Susan Aminoff, Chair; Rob Rader, Vice Chair; Dr. Nancy Greenstein; Dr. Louise Jaffe; Dr. Margaret Quiñones-Perez; Barry A. Snell; Dr. Andrew Walzer; Daniel Kolko, Student Trustee; Dr. Chui L. Tsang, Superintendent/President

SMC COMMUNITY EDUCATION | FALL 2014 REGISTRATION FORM

Name _____

Address _____

City & Zip _____

Day Phone _____

E-mail _____

Your age range: 11-31 32-46 47-67 68+ 0-11

If paying by credit card, fill out this box. (Most credit cards accepted.)

Credit Card No.	Exp. Date
Name of Card Holder	Signature

SIGN ME UP FOR THESE CLASSES:

Class _____ Fee \$ _____

Class _____ Fee \$ _____

Class _____ Fee \$ _____

Total amount to be charged _____ Fee \$ _____

I have a disability requiring accommodation.

VISIT OUR WEBSITE AT: commed.smc.edu

PLEASE REGISTER EARLY. Many classes fill quickly. We cancel classes with low enrollment, so your early registration may assure that the class you choose will remain available.

Payment may be cash, check, or credit card.

REGISTER online at commed.smc.edu or in person at our office at the SMC Bundy Campus, 3171 S. Bundy Dr., Rm 112. Telephone hours are 8:30am to 4pm, Mon.-Fri. **CALL (310) 434-3400** or **FAX to (310) 434-3409.**

MAIL registration form and payment to: SMC Community Education, 1900 Pico Boulevard, Santa Monica, CA 90405.

SMC COMMUNITY EDUCATION | FALL 2014 REGISTRATION FORM

Name _____

Address _____

City & Zip _____

Day Phone _____

E-mail _____

Your age range: 11-31 32-46 47-67 68+ 0-11

If paying by credit card, fill out this box. (Most credit cards accepted.)

Credit Card No.	Exp. Date
Name of Card Holder	Signature

SIGN ME UP FOR THESE CLASSES:

Class _____ Fee \$ _____

Class _____ Fee \$ _____

Class _____ Fee \$ _____

Total amount to be charged _____ Fee \$ _____

I have a disability requiring accommodation.

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PLEASE REGISTER EARLY. Many classes fill quickly. We cancel classes with low enrollment, so your early registration may assure that the class you choose will remain available.

Payment may be cash, check, or credit card.

REGISTER online at commed.smc.edu or in person at our office at the SMC Bundy Campus, 3171 S. Bundy Dr., Rm 112. Telephone hours are 8:30am to 4pm, Mon.-Fri. **CALL (310) 434-3400** or **FAX to (310) 434-3409.**

MAIL registration form and payment to: SMC Community Education, 1900 Pico Boulevard, Santa Monica, CA 90405.

Discover the Artist in You

Take advantage of this opportunity for great savings on all our art classes under the Personal Interest – Art section on pages 4 – 6.



Glass Fusing



Mosaic Art



Painting in Watercolor

Early Bird Discount through August 15

10% OFF

ALL ART CLASSES

Fun Fall Workshops and Activities

Calling All Writers! (Details on page 15)

- Poetry Writing & Reading
- Creative Writing Workshop
- Memoir Writing Workshop
- How to Write Funny
- Mastering the Art of Short Fiction
- Introduction to Screenwriting

Family Holiday Activities

Cookie Bouquets for Halloween and Christmas (page 9)! Fun family activities for the fall, kids 13 or older welcome—perfect for group activity.



Cookie Bouquets

CALL (310) 434-3400 FOR DETAILS.

SANTA MONICA COLLEGE

COMMUNITY EDUCATION

Go to commed.smc.edu and sign up TODAY!

REGISTER FOR FALL 2014 CLASSES

Real Estate Classes Are BACK!

Our Real Estate classes—already in high demand—are only offered twice a year. Sign up EARLY to secure your space for Fall!

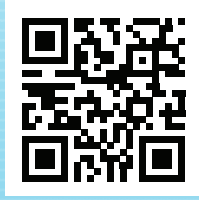
To qualify to take the State exam for Real Estate Salesperson you will need to take **Real Estate Principles and Real Estate Practice** as these are required courses, with a third elective **Legal Aspects of Real Estate**. We've also added **Property Management 101** for those who are interested in income properties.

See page 28 for course descriptions.



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Choose from hundreds of courses that can enrich and change your life. Classes fill up quickly, so sign up for Fall 2014 now!



Go to commed.smc.edu and sign up TODAY!

COMMUNITY EDUCATION

Santa Monica Community College District
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