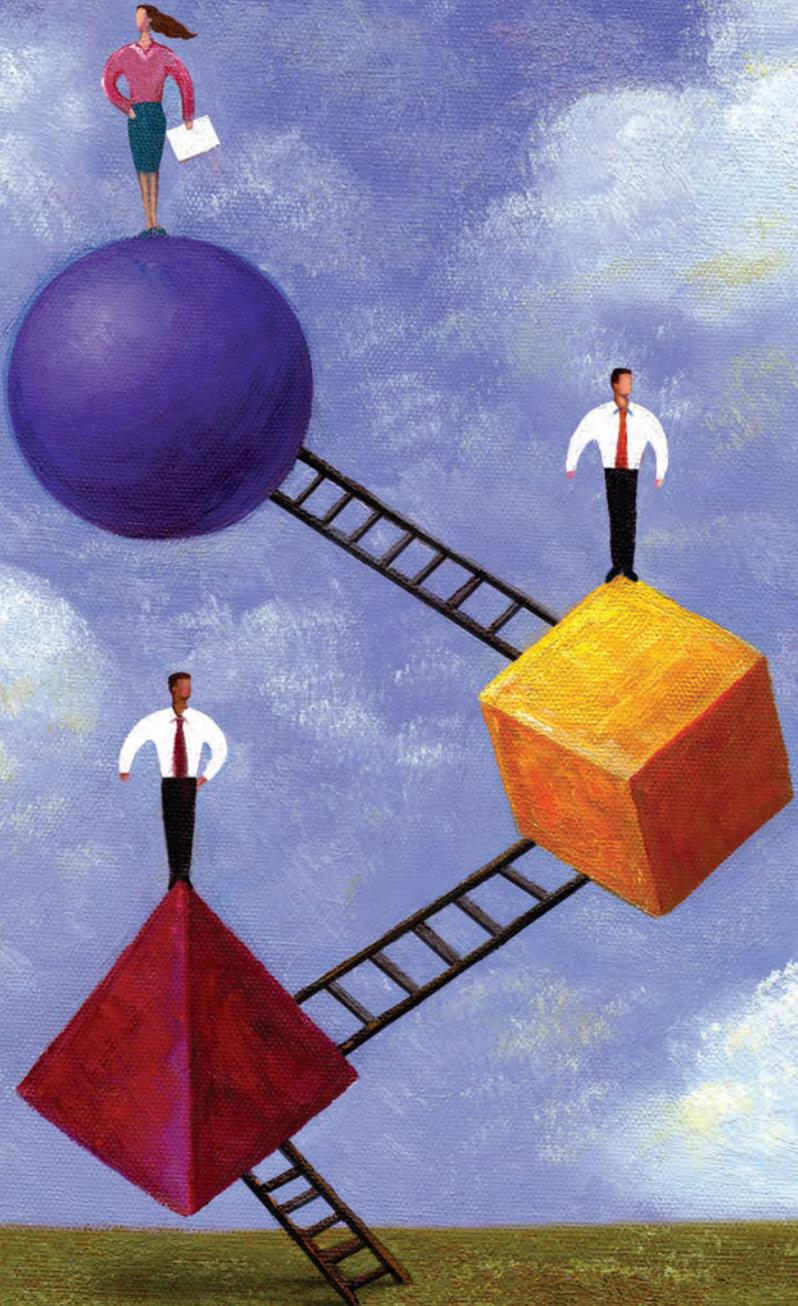


SANTA MONICA COLLEGE | SPRING 2016

COMMUNITY EDUCATION

& Professional Development



Moving up in the World! Let Us Be Your Ladder to Success.

Change Your Life; Success Starts Here!



Customer Service

Our newly established **Customer Service Academy** is a 10-module course that will give you the tools you need to deliver exceptional customer service to your clients. Be the best in the business! Sign up for all 10 classes for \$849 and earn a certificate of completion. This course qualifies for state funding for eligible participants.

See pages 28–29 for more details.

Real Estate

Real Estate Principles, Real Estate Practice, and Real Estate Finance continue to be top sought-after choices in our program. Now is the time to prepare to get that license if you want a stake in the booming housing market.

See page 35 for more details.

Entrepreneurial Training

QuickBooks I & II have been so popular we've added two new courses with a specialized business focus—**Service-Based Business** and **Product-Based Business**—conveniently scheduled to be completed in a single day. The **Business Planning Series** has been revamped to serve you better—kickstart that business venture you've always dreamed about by taking action today. Check out **Basic Mediation Skills Training**, a valuable asset in many walks of life and an important skill to add to your resumé. Check out the free orientation on March 5.

See pages 32–33 for more details.



Be Fit, Be Strong

As you explore the many possibilities to gain skills to make yourself more marketable, your health is more important than ever. Good thing we have just what you need! Get a much-needed boost of energy with our new **Afrovibe** and our **Hip-Hop Dance** classes, and get ready for the heat!

Perennial favorites **Zumba®** and **Iyengar Yoga** are waiting for you, but don't ignore newcomers like **Cardio Salsa, Mat Pilates, and Original Samba Reggae with Sileyk** that will jump start your fitness like nothing else.

See pages 19–20 for more details.

SMC COMMUNITY EDUCATION

OPEN HOUSE

JANUARY 23, 2016

10am – 2pm

Bundy 123

One-Day Discount

15% OFF*

* Discount only available when you attend our Open House on January 23, 2016.



SANTA MONICA COLLEGE

COMMUNITY EDUCATION

SPRING 2016



PERSONAL INTEREST 4

Art | Crafts | Enrichment | Food & Dining | Home & Garden | Just for Fun | Languages | Music | Photography | Stage & Screen | Trips, Tours & Excursions | Writing



HEALTH & FITNESS 19

Dance | Fitness & Relaxation | Health & Safety | Sports



INTERNATIONAL STUDENTS..... 22

TOEFL Preparation



KIDS & TEENS 23

Enrichment

PROFESSIONAL DEVELOPMENT 24

Business and Finance | Career Enhancement | Certificate Program | Computer and Internet Courses | Entrepreneurial Training | Health Professions | Counseling, Social Work, & Behavioral Therapy | Money Management | Notary Public/Renewal | Real Estate



ON THE NET 38

Bartending | Driver Education | Notary | Personal Fitness Training Certificate

TO REGISTER..... 40

REGISTRATION FORM 42

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 commmed.smc.edu or call the SMC Community Education office at (310) 434-3400.

HOW TO REGISTER FOR CLASSES:



ONLINE

commmed.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 4:30 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.

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 on class confirmation. Continuing students who would like to create a different kind of mosaic piece should register into Mosaic Art II. Materials fee \$40 at class.

\$129 | Carmelo Fiannaca
SMC Main Campus, Art 124

Sat 9:00a – 1:00p Feb 20 – Mar 19

Mosaic Art II

Prerequisite: Introduction to Mosaic Art. Explore how to design your own project—from murals, tables, and mirror frames, to shoes, old instruments, and turning masks into sculptures—as you learn how to cover flat and 3-dimensional surfaces. Also, find out more about the materials and tools that are used for variable assemblage art in a course that offers a great study of concept techniques for commercial or personal art. You will need to purchase all materials for the project. Repeat students should consult instructor before the course begins. Materials fee \$20 at class.

\$129 | Carmelo Fiannaca
SMC Main Campus, Art 124

Sat 11:00a – 3:00p Feb 20 – Mar 19

The Art of Glass Fusing

Explore the art of using a kiln to fuse together pieces of glass. Find out about glass choices, preparation, cutting, and composition. Then experiment with the materials and apply your own style and creative ideas as you learn how to use a variety of fusing and slumping techniques, how to use a kiln, and what you need to know about firing programs, annealing times,

and recordkeeping. Materials fee \$100 for new students and \$30 for returning students at class covers first few projects. Plan to spend an additional \$100 (or more, depending on the size and complexity of the work you wish to design) during a class field trip (to be arranged) to learn about, choose, and purchase additional materials for the remainder of the course. As this class is in high demand with limited seating, all registrations are final, and NO REFUNDS, CREDITS, or TRANSFERS will be given.

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

Fri 9:00a – 2:00p Feb 26 – Apr 8*
*No class on Mar 4.

Fri 9:00a – 2:00p Apr 22 – May 27

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. Required textbook (bring to first class): Matisse (Perfect Squares, by Grange Books, approx. \$12 (ISBN 13: 9781840137644).

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

Sat 2:45p – 5:45p Feb 27 – Apr 2

Creating Comics & Graphic Novels

Want to create your own comic book or graphic novel? In a hands-on workshop combining lectures, demonstrations, and lots of hands-on training, learn the basics of the entire creative process, including concept and script development, page layout, various pencil and ink techniques, printing, publishing, and marketing. Whether you're putting together a 10-page autobiographical ascan or a 200-page superhero manifesto, this workshop shows you how to do it! Materials fee \$5 at class.



Glass Fusing

\$99 | Neal Yamamoto
SMC Bundy Campus, Room 435
Sat 10:00a – 12:00p Feb 27 – Apr 2

Creating Comics & Graphic Novels, Part II

Improve your penciling and inking techniques and expand your writing and visual storytelling skills to make your comic books and graphic novels spark! Explore how to create your own characters and stories—and complete a concept bible and/or an 8-page mini-comic/ashcan—in this very hands-on workshop, which mixes lectures, demonstrations, and technique development. All levels of art experience welcome, but novices are encouraged to first take “Creating Comics & Graphic Novels.”

\$99 | Neal Yamamoto
SMC Bundy Campus, Room 435
Sat 10:00a – 12:00p Apr 23 – May 28

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 Feb 27 – Apr 2
**No class on Mar 26.*

Stone Carving

Learn stone carving techniques using traditional hand tools: sculpture hammer, chisel, rasp and file. Finish your work by sanding, polishing and mounting on a wood base. Create three dimensional abstract or representational sculptures. Bring sketched ideas to the first meeting. Beginning students will purchase alabaster or soap stone at the first meeting. Stones will range approximately \$20-\$40, plus \$20 for finishing supplies. Basic tools provided for use in class. Advanced students may continue on existing projects. Materials fee \$60 at class.

\$219 | Terri Bromberg
SMC Main Campus, Art 124
Sun 1:00p – 5:00p Feb 28 – Apr 10*
**No class on Mar 27.*

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.

\$99 | Neal Yamamoto
SMC Bundy Campus, Room 435
Sat 1:00p – 3:00p Apr 23 – May 28

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.

\$139 | Patrisha Thomson
Thomson Art Studio, Art Studio
Sat 10:00a – 1:00p Apr 23 – Jun 4*
**No class on May 28.*

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 Feb 21 – Apr 3*
**No class on Mar 27.*

Sun 10:00a – 1:00p Apr 24 – Jun 5*
**No class on May 29.*

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 Feb 21 – Apr 3*

*No class on Mar 27.

Sun 2:00p – 5:00p Apr 24 – Jun 5*

*No class on May 29.

Painting Studio

Find out how to achieve your objectives in your own work in a workshop for painters of all skill levels, tailored to your individual needs, with plenty of one-on-one time with your instructor. Bring your project to class for a customized demonstration on how to problem-solve your particular issue, or bring an idea that you don't know how to paint for a step-by-step "how to" walkthrough.

\$99 | Laurie Nye
SMC Main Campus, Art 100

Sat 9:30a – 12:30p Mar 5 – Apr 9

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. Required textbook (bring to first class): Matisse (Perfect Squares, by Grange Books, approx. \$12 (ISBN 13: 9781840137644).

\$99 | Jean Nunes
SMC Main Campus, Art 102

Fri 6:30p – 9:30p Apr 22 – May 27

Landscape Painting

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 | Bryan Ricci
SMC Main Campus, Art 100

Sat 9:30a – 12:30p Apr 23 – May 28

Paint Anything!

Join us for a fast-paced, energetic course in the wonders of making paintings! If you are a beginning or intermediate painter, explore how to use multiple painting mediums—watercolor and gouache, or acrylic and oil

paints—or focus on working with the medium of your choice. Learn about a new method of painting each week, and discover how to use new or non-art materials like liquid masking fluid, spraypaint, enamel, and collage, just to add some fun! We have a rapidly forming community of painters who are excited to get to know you.

\$99 | Bryan Ricci
SMC Main Campus, Art 100

Sat 1:00p – 4:00p Apr 23 – May 28

Sumi-e Painting

Explore the fundamentals of the ancient art of Sumi-e ("ink painting") painting, and discover how just a few simple strokes of the brush can express an idea. Enrich your knowledge of a different art technique with ancient and Eastern roots, and learn about the traditional art and culture of Japan. Optional \$15 for a painting kit.

\$89 | Sherry Davis
SMC Bundy Campus, Room 436

Sat 10:00a – 12:00p Apr 23 – May 21

DRAWING

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).

\$219 | Scott Zaragoza
SMC Emeritus College, Room 204

Tue 6:00p – 9:30p Feb 23 – Apr 5*

*No class on Mar 15.

Tue 6:00p – 9:30p Apr 19 – May 24

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 Feb 24 – Mar 30

Thu 6:30p – 9:30p Feb 25 – Mar 31

Exploring Still Life Drawing – Black & White Media

NEW! Ready for a challenge? Find out how to make black-and-white drawings that are a cut above the rest! If you want to fine-tune your observational drawing skills or enhance your portfolio for college admission, come explore the techniques and materials that give you a stronger grasp on drawing from life. Discover how to create highly informed drawings that give you the edge you're looking for—and the ability to back it up!

\$99 | Scott Zaragoza
SMC Main Campus, Art 102

Sat 1:00p – 4:00p Mar 5 – Apr 9

Colored Pencil Techniques

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 Apr 19 – May 24

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 Apr 19 – May 24

Intro to Portraiture

NEW! Learn the basics of drawing and painting portraits in a course that provides step-by-step instruction—with each class focusing on a particular building process—and culminates with painting and drawing directly from live models. Using structural drawing and traditional techniques of perspective, shading, and understanding form, as well as various wet and dry materials, develop your ability to create a more concrete and believable portrait. No prior experience necessary!

\$129 | Scott Zaragoza
SMC Emeritus College, Room 205

Wed 6:30p – 9:30p Apr 20 – May 25

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 Apr 20 – May 25

Exploring Still Life Drawing – Color

NEW! Want to expand your drawing skills to color media? Explore still life drawing techniques and materials that will make your works stand out! Here's your chance to learn how to create highly informed drawings that give you the edge you're looking for—and the ability to back it up! This class is a great way to fine-tune your observational drawing skills or enhance your portfolio for college admission.

\$99 | Scott Zaragoza
SMC Main Campus, Art 102

Sat 1:00p – 4:00p Apr 23 – May 28

Crafts

TEXTILE ARTS

Hand Embroidery

What's all the 'hoop-la' about hand embroidery? Join us in this one-day workshop and find out! Hand embroidery is a gratifying craft that's completely portable, with no machinery noise or bulky heavy tools. You'll learn the three primary stitches, plus some fancier ones, as well as how to hoop your work, transfer designs, and tie beautiful hidden, secure knots. Bring to class a sack lunch or snack. Materials \$25 fee at class includes all supplies to get you started.

\$49 | Rebecca Prange
SMC Main Campus, Business 111

Thu 6:30p – 9:30p Mar 3

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 while working on a small project. Bring to class a full-sized sewing machine in good working order with a pair of sharp scissors and a sack lunch. Materials fee \$20 at class.



Mini-Mosaic Jewelry

\$69 | Rebecca Prange
SMC Bundy Campus, Room 329
Sat 9:30a – 2:30p Mar 12

Shibori – Japanese Tie Dyeing

Discover the ancient art of binding, stitching, and dyeing fabrics to give cloth a three-dimensional look. Come learn 4-6 simple techniques for binding and stitching, the basics you need to know about dyes and textiles, and how to set dyes into fabric. Learn how to create inexpensive but personal dyed shibori silk scarves to give to family and friends. This is a very hands-on class, so wear old clothes you won't mind getting messy. Bring to class 8-10 regular sewing needles, colored thread, scissors, a 6" ruler, pencil, paper and a sack lunch. This class is only offered once a year; don't miss it, register today! Materials fee \$25 at class.

\$89 | Charlotte Chen
SMC Main Campus, Art 126
Sun 9:00a – 1:30p Apr 3 – Apr 10

Leather Hand-Sewn Basics

NEW! Make a stunning wallet in a hands-on leather-stitching workshop. Learn the basic techniques as you find out how to cut smooth edges on leather, punch holes, saddle stitch, and install a button stud closure. The stitching is all by hand, no machine necessary. Tools will be available for use in class. No prior experience necessary! R-SA'>Have a blast while getting an incredible workout! In a Hip Hop class that is introductory enough for beginners—yet stimulating enough for more experienced dancers—start with a fun warm up and stretch, followed by simple follow-along choreography that will really get your heart pumping. Even if you've never danced before, you'll catch on quickly! Wear comfortable shoes and clothes you can Materials fee \$25 at class.

\$49 | Rebecca Prange
SMC Bundy Campus, Room 329
Sat 9:30a – 1:00p Apr 9

JEWELRY

Mini-Mosaic Jewelry

Create the look of mosaics on a miniature scale for personal adornment! Choose your favorite colors and shapes from tiny ceramic tiles and glass millefiore (Italian for 'thousand flowers') in this fun, off-the-beaten-track class, then create your own designs in jewelry-frame bezels. Learn to adhere your tiles, plus grout and seal your jewelry treasures. Tools provided for use in class. Beginning and intermediate students welcome. Materials fee \$25 at class.

\$49 | Laura Souder
SMC Main Campus, Business 111
Sat 9:00a – 12:00p Apr 2

Chan Luu-Style Leather Wrapped Bracelet

Learn to make leather wrapped bracelets like the ones designed by jewelry artist Chan Luu. Pick up tips and techniques for using different sizes of beads, silk thread, and leather cord, and find out how to make a special button closure. Give your bracelet an elegant or rustic appearance, and make it a single, double, or triple wrap around your wrist for a great look! Beginning and intermediate students are welcome. All tools provided for use in class. Materials fee \$25 at class.

\$49 | Laura Souder
SMC Main Campus, Business 111
Sat 1:00p – 4:00p Apr 2

Enrichment

The Brain Class – Change Your Mind

Help your brain to function at its peak! In a class that combines lecture and seated activity, learn exciting new "brain power" activities to boost your mental focus, create healthier brain cells, and even be less forgetful. Find out about 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 and are meant to inspire brain-cell growth. Class size is limited, so sign up right away! Materials fee \$30 at class.

\$49 | Debbi Harper
SMC Bundy Campus, Room 436
Sat 9:00a – 12:00p Feb 27

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 Main Campus, Business 111
Sat 11:00a – 2:00p Mar 12

Home & Garden

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.

\$89 | Christy Wilhelm
SMC Main Campus, Art 118
Sun 2:00p – 4:00p Feb 28 – Mar 20

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.

\$59 | Charlotte Chen
SMC Bundy Campus, Room 212
Sat 9:00a – 1:00p May 7

DIY – Matting and Mounting

NEW! Learn how to protect your artwork, give your work a personal touch, and skip the charges of a commercial framer by doing it yourself! In a class offering hands-on practice, find out about the various types of boards and adhesives available; how to determine the correct size, style, shape, and color of the cut out (matte) to enhance visual effects; and what you need to know about different matting styles. Bring to class an artwork/photograph (no larger than 8" x 10"), a sharpened pencil, a metal straight edge (12 inches or longer), and an exacto knife with extra blades. Materials fee \$20 at class.

\$49 | Charlotte Chen
SMC Bundy Campus, Room 123
Sat 9:00a – 1:00p May 14

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 235
Tue 6:45p – 9:45p Feb 23 – Apr 5*
*No class on Mar 15.

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 Feb 25 – Apr 7*
*No class on Mar 17.
Thu 7:00p – 9:00p Apr 21 – May 26

Practical Tarot – The Minor Arcana

Learn about the Tarot's Minor Arcana and the various meanings and ways to interpret its 56 cards (four suits of 14 cards each). Without memorizing the meanings 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 have a better

understanding of how the cards of the Minor Arcana can add layers and clarify a Tarot reading. You'll practice what you learn in each class by playing Peter Rosson's "Tarot Profiling Game." If you have a Tarot deck, bring it along to class.

\$99 | Davida Rappaport
SMC Bundy Campus, Room 235
Tue 6:45p – 9:45p Apr 19 – May 24

Online Dating for Adults Over 40

NEW! Online dating is the new way to meet people, but using online dating sites can be like learning a new language, especially if you're not that tech savvy. Learn how to create the best profile possible to attract, search for, and be matched with the right people. Find out what you need to know about dating safety, realistic dating goals and objectives, how to communicate effectively online, managing your time, and advice for your first meetings with dates. If you've always wanted to try online dating, but aren't sure how to get started, this class is a must! Materials fee \$10 at class.

\$49 | Bob Cohen
SMC Bundy Campus, Room 213
Tue 6:30p – 9:30p Apr 26

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.

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.

\$89 | Nicola McGee
SMC Bundy Campus, Room 221
Tue 6:30p – 8:30p Feb 23 – Apr 5*
*No class on Mar 15.

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.

\$89 | Nicola McGee
SMC Bundy Campus, Room 221
Tue 6:30p – 8:30p Apr 19 – May 24

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. You must have intermediate to advanced conversational skills. 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. Required textbook: *Perfect Phrases for ESL Conversation Skills: With 2,100 Phrases*, by Diane Engelhardt. ISBN-13: 978-0071770279. Please purchase prior to first day of class.

\$159 | Nicola McGee
SMC Bundy Campus, Room 217
Fri 9:30a – 12:30p Feb 26 – Apr 8*
Fri 9:30a – 12:30p Apr 22 – May 27
*No class on Mar 4.

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 Feb 23 – Apr 5*
*No class on Mar 15.
Tue 6:30p – 9:30p Apr 19 – May 24

Beginning Spanish – Level 2

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

register for classes
ONLINE
at commed.smc.edu

\$99 | Cecilia Dighero
SMC Bundy Campus, Room 435

Wed 6:30p – 9:30p Feb 24 – Apr 6

*No class on Mar 16.

Wed 6:30p – 9:30p Apr 20 – May 25

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.

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

Thu 6:00p – 9:00p Apr 21 – May 26

Beginning Italian – Combo, Levels 1 & 2

In response to popular demand, we've added a second level of Beginning Italian and an attractive combination package. You may enroll in either level—note that Level 2 requires either Beginning Italian—Level 1 or some familiarity with basic Italian—but you'll enjoy a substantial DISCOUNT if you sign up for BOTH levels at the same time (the courses run consecutively). Materials fee \$20 at class.

\$159 | Paola Barcaccia
SMC Bundy Campus, Room 228

Thu 6:30p – 9:30p Feb 25 – May 26*

*No class on Apr 7, Apr 14.

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 Feb 25 – Mar 31

Beginning Italian – Level 2

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

BEGINNING ITALIAN – LEVEL 1 – Paola Barcaccia



Mrs. Barcaccia is fantastic—organized, kind, knowledgeable, inventive, fun. Mrs. Barcaccia is a treasure.

—S. Duff



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

Thu 6:30p – 9:30p Apr 21 – May 26

Beginning Conversational French – Combo, Levels 1 & 2

Beginning Conversational French Level 2—plus a combination package—are back by popular demand! Sign up for 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 \$45 at class includes textbooks for Levels 1 & 2 and two pronunciation CDs.

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

Sat 1:30p – 4:30p Mar 5 – May 28*

*No class on Apr 16.

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. With a strong emphasis on pronunciation, this course will help you develop a Parisian accent and understand idiomatic speech, as it explores the characteristics of spoken French and provides systematic practice in pronouncing French sounds and in stringing together words. You'll also find out about French customs and etiquette, and sing-alongs 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 \$30 at class includes textbook and two pronunciation CDs.

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

Sat 1:30p – 4:30p Mar 5 – Apr 9

BEGINNING CONVERSATIONAL FRENCH – LEVEL 2 – Margaret Drach

“

I was happy with her methodology. Will be taking French 2.

—A. Tidwell

”

Beginning Conversational French – Level 2

Prerequisite: Beginning Conversational French – Level 1 or familiarity with basic French. In this continuation of Beginning Conversational French – Level 1, 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 1:30p – 4:30p Apr 23 – May 28

Bon Voyage!

NEW! Have you dreamed of going to France, but been held back by fear of speaking French? Have you been to France, but still worried you’ll make some embarrassing faux pas? Pas de probl[√]® me! In a fun, comfortable environment, come learn phrases for specific situations (restaurant, train station, shopping, etc.), and through role-playing in class, practice French customs and habits. You’ll feel at home when you arrive in France, whether you’re in a taxi, hotel, shop—or even a police station. Materials fee \$5 at class.

\$99 | Florian Frin
SMC Bundy Campus, Room 228
Tue 6:30p – 8:30p Apr 19 – May 24

Practical Mandarin Chinese for (Business) Travelers

NEW! Planning to visit China on business? If you have little or no previous knowledge of the language, this is the class for you! In just 6 weeks, you’ll learn the basics of pronunciation, greetings, conversing about daily activities, asking basic questions, recognizing commonly used signs, and more! Materials fee \$10 at class.

\$89 | Lucy Liao
SMC Bundy Campus, Room 216
Tue 7:00p – 9:30p Apr 26 – May 31

Music

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 104
Fri 6:30p – 8:00p Feb 26 – Apr 8*
*No class on Mar 4.

Guitar II

NEW! Suggested prerequisite: Beginning Guitar or skills in basic note reading, ability to play a few open position chords, and a general basic feel for the guitar. If you want to move ahead in your guitar playing and build on the introductory elements you’ve previously learned, here’s the right class to get you to the next level.

\$99 | Peter Risi
SMC Performing Arts Center, Room 104
Fri 6:30p – 8:00p Apr 22 – May 27

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 \$30 at class includes book and electronic tuner.



Learn to Play Guitar in a Day

\$79 | Marlene Hutchinson
SMC Performing Arts Center, Room 103
Sat 10:00a – 3:00p May 7

One-On-One Piano (5 years – Adult)

Finally! One-on-one piano lessons that are truly affordable, and private instruction is the best way to learn to play the piano. These 30 minute sessions are open to adults or children and will progress at their own pace. Beginners will focus on note reading, rhythm reading and music theory while more advanced students will work on chord progressions, inversions, and piano technique. Materials used will depend on experience and music style. **Students should have a piano/keyboard at home for daily practice.**

\$129 | Sarah Olim
SMC Performing Arts Center, Room 103

Wed 6:30p – 7:00p	Mar 2 – Apr 6
Wed 7:00p – 7:30p	Mar 2 – Apr 6
Wed 7:30p – 8:00p	Mar 2 – Apr 6
Wed 8:00p – 8:30p	Mar 2 – Apr 6
Wed 8:30p – 9:00p	Mar 2 – Apr 6
Wed 6:30p – 7:00p	Apr 20 – May 25
Wed 7:00p – 7:30p	Apr 20 – May 25
Wed 7:30p – 8:00p	Apr 20 – May 25
Wed 8:30p – 9:00p	Apr 20 – May 25
Wed 8:00p – 8:30p	Apr 20 – May 25

\$129 | Sarah Olim
SMC Performing Arts Center, Room 104

Sat 1:30p – 2:00p	Mar 5 – Apr 9
Sat 2:00p – 2:30p	Mar 5 – Apr 9
Sat 1:30p – 2:00p	Apr 23 – May 28
Sat 2:00p – 2:30p	Apr 23 – May 28

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 Mar 5 – Apr 9

Continuing Piano – Playing for Fun

Refine your piano skills and take it to the next level! Brush up on music theory, technique, and sight-reading. Develop an ear for chords, expand your repertoire in all inversions, and hone your improvisation and transposition skills. Learn how to harmonize your own melodies and reharmonize jazz standards, and impress your family and friends this Spring! Bring the music you

would like to work on to class. Materials fee \$14 at class.

\$99 | Sarah Olim
SMC Performing Arts Center, Room 200
Sat 2:30p – 5:30p Apr 23 – May 28

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 213
Thu 6:00p – 7:30p Mar 3

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 213
Thu 7:45p – 9:30p Mar 3

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.

\$99 | Heather Lyle
SMC Performing Arts Center, Room 103
Mon 6:45p – 8:45p Mar 28 – May 2*
*No class on Apr 11.

register for classes
ONLINE
at commed.smc.edu

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!

Black & White Printing Refresher

Do you have files and files of black and white negatives—or even rolls of film—from the era of true printing? Here's the perfect opportunity for you to refresh and improve your darkroom skills while printing images from your own negatives. Learn how to use the enlarger and the procedures for developing prints, toning prints, and the presentation of images. Also, learn how to process your own black and white film. Beginners welcome. Materials fee \$25 at class.

\$129 | Ed Mangus
SMC Main Campus, Drescher Hall 127
Sun 2:00p – 6:00p Feb 21 – Apr 3*
*No class on Mar 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 217
Wed 6:30p – 9:30p Feb 24 – Mar 30
Wed 6:30p – 9:30p Apr 20 – May 25

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 Main Campus, Drescher Hall 115
Sat 9:30a – 12:30p Apr 23 – May 28

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, Drescher Hall 115
Sat 2:00p – 6:00p Apr 23 – May 21

Photographing at a Museum: Spring at the Getty Villa

Join a commercial photographer for a glorious day at the beautiful Getty Villa in Pacific Palisades. Spring, in particular, is a great time to visit as some of the unique blooms are flowering in the gardens. Learn how to capture lovely and clear images at the art museum *without* using your flash or a tripod. As you experiment with various indoor and outdoor photographic techniques, you'll also experience the Villa's unique essence and history. Ask a friend or loved one to sign up with you—it's a great way to have fun and make special memories together! Getty Villa admission is free and reservation will be made for you. You are responsible for the cost of parking (approx. \$15), as well as lunch and snacks. Wear comfortable walking shoes and casual clothes (a sweater or light jacket is also recommended). Bring along a couple of bottles of water and some snacks, and don't forget your camera! Please turn off camera flash before entering museum.

\$79 | Brian Leng
Meet at Getty Villa,
17985 Pacific Coast Hwy, Pacific Palisades
Sat 10:00a – 3:30p Mar 12

Tourist for A Day: Cellphone Photography

Explore Los Angeles with the wide-eyed perspective of a first-time tourist, and learn how to capture the mood and feel of the city effectively and efficiently using the camera in your cellphone. Develop a pair of discerning

eyes as you find out what to look for, how to take artistic photographs that are more than just snapshots, and how to use these techniques in ANY city. Also, find out how to use a free app from your instructor for more creative “on the spot” artistic and provocative images. We’ll photograph at Union Station, Olvera Street, Grand Central Market, Angel’s Flight, the Bradbury Building, Disney Concert Hall, and the Cathedral of Our Lady of the Angels. Wear comfortable clothing and good walking shoes. Bring along a hat, sunglasses, a fully charged camera battery and extra battery or power source, and camera charging cord.

\$89 | Brian Leng
Meet at Philippe The Original,
1001 N. Alameda St., Los Angeles
Sat 10:00a – 6:00p Apr 9

Historic Los Angeles & The Watt’s Towers

Los Angeles is now one of the most visited U.S. cities by tourists from all over the world. Come see why! Join in on the fun as we tour Italian immigrant Simon Rodia’s famed “Watts Towers.” Using only his two hands, a few small hand tools, and a creative mind, Rodia spent more than 30 years building his magnificent towers out of discarded objects—including ceramic dishes and glass bottles—he found along the railroad tracks behind his house. Then take in some of Downtown L.A.’s historic sites, including Union Station, Olvera Street, Grand Central Market, Cathedral of Our Lady of the Angels, Grand Park, Disney Concert Hall, and the famed Bradbury Building. Plan to lunch on your own at The Grand Central Market or bring a sack lunch. Wear comfortable clothing and good walking shoes. Bring along a hat and sunscreen, sunglasses, water and a snack, cell phone with extra battery power, and your point-and-shoot or DSLR camera.

\$79 | Brian Leng
Meet at Union Station Information counter,
800 N. Alameda St, Los Angeles
Sat 10:00a – 5:00p May 7

Stage & Screen

Stand-Up Comedy Workshop With Comedy Store Graduation Show

Hone your skills as a stand-up comic in an exciting hands-on workshop designed for both the absolute beginner—as well as those already showcasing around town—and culminates with a Comedy Store Graduation Show. Learn techniques the pros use for joke writing, finding your comic personae and POV, and making the best choices for connecting with an audience. 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 Feb 25 – Mar 31

Director’s Journal: How to Develop Your Directorial Style

Make the most of your journey from the first read to the red carpet! A director is foremost a storyteller with a unique vision that’s a mix of knowledge, talent, taste, and instinct. Whether you’re a director for hire who needs to present the vision to a producer, or a director/producer developing your own material from scratch, you need to know which methods will help you strengthen your vision. In a hands-on workshop featuring examples from produced movies, learn how to create your Journal—a powerful tool used by professional directors—and explore new techniques you can apply immediately to your own projects.

\$179 | Simone Bartesaghi
SMC Bundy Campus, Room 216
Thu 6:30p – 9:30p Mar 3 – Apr 7

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 221
Sat 3:00p – 5:00p Mar 19 – Apr 9

On Set Production

NEW! Preparing a short or a feature as Line Producer? Want to know how to be the most effective 1st Assistant Director? Working for the first time as Script Supervisor? If you want to find out how a real “below the line” crew works, this is the class for you. Learn skills and methods that can open up real careers on movie sets from real Production Managers and Coordinators, 1st and 2nd Assistant Directors, Line Producers, Script Supervisors, 1st and 2nd Assistant Cameras, Grips, and Electricians from the Film Industry, who will share their experiences and take a hands-on approach to teaching you their tricks and techniques.

\$179 | Simone Bartesaghi
 SMC Bundy Campus, Room 216
 Thu 6:30p – 9:30p Apr 21 – May 26

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.

\$49 | Heather Lyle
 SMC Performing Arts Center, Room 102
 Sat 12:30p – 3:30p Apr 30

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
 SMC Bundy Campus, Room 213
 Thu 7:00p – 9:00p May 5

Trips, Tours & Excursions

**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. 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 and festivities. Visit the Avila Adobe, Chinese American Museum, Pico House, Sepulveda House, Siqueiros mural, and the main square with the 1884 Plaza Firehouse, and see as much nearby public art as possible. If you like, finish up your tour with a relaxing cup of tea in the Chado tea house's Japanese garden. Wear comfortable walking shoes and casual clothes, and be prepared to walk.

Metro fare, parking, and lunch costs are NOT included in tour fee.

\$42 | Gayle Gale
 Meet inside Main Entrance to Union Station,
 800 N. Alameda St., Los Angeles.
 Sun 10:30a – 3:30p Feb 21

Route 66...The Mother Road

NEW! Take a journey down memory lane on Route 66—"The Mother Road"—guided by a history buff with expertise on the evolution of Los Angeles. Travel through Glendora, Monrovia, Pasadena, and Los Angeles to see landmarks, historical buildings, and 'mom and pop' shops that made Route 66 the "Main Street of America". Snack on a donut (included) at the renowned Donut Man, then travel to historic Rancho Santa Anita for a visit to the L.A. Arboretum & Botanic Garden. Enjoy an included early lunch in the warm and woody North Woods Inn. In Sierra Madre, take a behind-the-scenes look at a jam factory—still producing the original recipe created four generations ago for orange marmalade—and shop in the barn store for fruit jellies and jams, syrups, and butters. Visit Galco's Soda Pop Shop—boasting hundreds of vintage soda pops and 'olde time' candies—and sip on a soda (included). Bring along a hat and sunscreen (a sweater or light jacket is also recommended). Availability is limited, so make plans to book your tour soon! ALL registrations are final, and NO REFUNDS, CREDITS, or TRANSFERS will be given. Price is subject to change. **Tours depart from SMC's Bundy Campus on time, so please be prompt. Parking is free. For more information, please call (310) 434-3400.**

\$99 | Good Times Travel
 Meet at SMC Bundy Campus
 East Parking Lot
 Fri 8:20a – 5:00p Feb 26

Spanish Colonial Revival Architecture & Malibu Potteries Tile: Adamson House and Serra Retreat

NEW! Enjoy a private tour with an architectural expert in Malibu at the Adamson House, an exquisite example of a richly colored, elegant Spanish Colonial Revival-style home with resplendent Malibu Potteries tile. After lunch at your choice of local eateries, rejoin the group for a visit to the Serra Retreat, where you'll take in panoramic ocean and mountain views as you stroll among restful and inspirational gardens, complete with fountains and Malibu Potteries tile. Wear comfortable walking shoes and casual clothes. Beach parking and lunch costs are not included. Meet at the entrance to Adamson House, 23200 Pacific Coast Highway, Malibu. Materials fee \$7 at class.

\$45 | Eleanor Schrader
Adamson House, Not Assigned
Tue 10:30a – 3:00p Mar 8

Photographing at a Museum: Spring at the Getty Villa

Join a commercial photographer for a glorious day at the beautiful Getty Villa in Pacific Palisades. See listing in this schedule's Photography section for additional details.

\$79 | Brian Leng
Meet at Getty Villa,
17985 Pacific Coast Hwy, Pacific Palisades
Sat 10:00a – 3:30p Mar 12

As Seen in Sunset Magazine

NEW! Discover historical and architectural gems of Orange County featured in *Sunset Magazine*. On a tour guided by a former professor of urban studies who once helped to designate L.A.'s first residential historic district, you won't be too far from home, but you'll feel like you've been to Vietnam, the Vatican, and gone back in time! In "Little Saigon"—with the largest Vietnamese population outside of Vietnam—visit an enormous market like those in Southeast Asia. Indulge in some "Golden Age" nostalgia and enjoy an included lunch and ice cream dessert at the 100-year-old Watson's Drug & Soda Fountain in historic Old Towne Orange. See an ornate Buddhist Temple and tour Santa Ana's beautifully restored Orange County Courthouse, listed in the National Register of Historic Places. Visit Artists Village, a hidden 'pocket' that is home to wonderful galleries. Also—a highlight of the day—explore the Bowers Museum and its exhibits from around the world. Bring along a hat and sunscreen (a sweater or light jacket is also recommended). Availability is limited, so make plans to book your tour soon! ALL registrations are final, and NO REFUNDS, CREDITS, or TRANSFERS will be given. Price is subject to change. **Tours depart from SMC's Bundy Campus on time, so**



Orange County Courthouse

please be prompt. Parking is free. For more information, please call (310) 434-3400.

\$89 | Good Times Travel
Meet at SMC Bundy Campus
East Parking Lot
Fri 8:45a – 6:00p Mar 18

Tourist for A Day: Cellphone Photography

Explore Los Angeles with the wide-eyed perspective of a first-time tourist, and learn how to capture the mood and feel of the city effectively and efficiently using the camera in your cellphone. See listing in this schedule's Photography section for additional details.

\$89 | Brian Leng
Meet at Philippe The Original,
1001 N. Alameda St., Los Angeles
Sat 10:00a – 6:00p Apr 9

Downtown's Hidden Art Treasures

Start the day with the current exhibition at the Museum of Contemporary Art (MOCA) in California Plaza. Then, as time permits, take a 2-3-mile walking tour of the exciting public art at several of downtown's architecturally distinctive buildings, including the Disney Hall grounds, Cathedral of Our Lady of the Angels, One Bunker Hill, and the IM Pei, Bradbury, and Oviot buildings. We'll also take a break for lunch at the historic, newly renovated Grand Central Market. Wear comfortable clothes and walking shoes, and be ready to walk! Museum admission, Metro fare, and lunch are NOT included in tour fee.

\$42 | Gayle Gale
Meet at MOCA, 250 South Grand Avenue
Sun 10:30a – 3:30p Apr 10

Historic Los Angeles & The Watt's Towers

Los Angeles is now one of the most visited U.S. cities by tourists from all over the world. Come see why! Join in on the fun as we tour Italian immigrant Simon Rodia's famed "Watts Towers. See listing in this schedule's Photography section for additional details.

\$79 | Brian Leng
Meet at Union Station Information counter,
800 N. Alameda St, Los Angeles
Sat 10:00a – 5:00p May 7

Huntington Library: A Day in the Art Collections and Gardens

NEW! In 1903, Henry Huntington purchased the San Marino Ranch, a working ranch with citrus groves, nut and fruit orchards, and alfalfa crops. Today, the estate is home to more than a dozen spectacular gardens spread across 120 acres, along with one of the most distinguished collections of 18th- and 19th-century British paintings, sculpture,

and decorative arts outside London, as well as an American art collection spanning from the 1690s to the 1950s. Start the tour with a visit to the art galleries and Henry and Arabella Huntington's Beaux Arts-style home. After lunch, spend time in the various gardens, where you can just relax, walk about, or break out the sketchpad. Wear comfortable walking shoes and casual clothes, and bring along your sketchpad. Museum admission and lunch are NOT included in tour fee.

\$49 | Eleanor Schrader

Meet at the entrance to the Huntington Library, 1151 Oxford Road, San Marino

Sat 10:30a – 3:30p May 21

The Los Angeles Underground Art Museum

Gilbert "Magu" Lujan, Sheila Klein, May Sun, Margaret Garcia, Jonathan Borofsky, Anne Marie Karlsen, Terry Schoonhoven: These are just some of the many artists whose work is featured in the Underground Art Museum. Come join an exciting daylong 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. Metro fare and lunch costs are NOT included in tour fee.

\$42 | Gayle Gale

Meet at the entrance of Hollywood and Vine Metro

Sun 10:30a – 3:30p May 22

Writing

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 235

Wed 1:00p – 4:00p Feb 24 – Mar 30

Wed 1:00p – 4:00p Apr 20 – May 25

CREATIVE WRITING WORKSHOP – Monona Wali

“

Ms. Wali brought new, fresh perspective to our writing.

—J. Alderson

”

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 217

Thu 6:30p – 9:30p

Feb 25 – Apr 7*

*No class on Mar 31.

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, Mark Strand, Wallace Stevens, Stevie Smith, and John Ashbery. 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.

\$89 | Betzi Richardson

SMC Bundy Campus, Room 212

Sat 11:00a – 1:00p

Feb 27 – Apr 2

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.

\$129 | Simone Bartesaghi

SMC Bundy Campus, Room 216

Wed 6:30p – 9:30p

Mar 2 – Apr 6

Advanced Screen Writing: From Page to Screen

Prerequisite: Introduction to Screenwriting or previous screenwriting experience. Empower yourself in your journey from the blank page to the silver screen! In a hands-on workshop for screenwriters who have written at least a short or a feature film, gain practical tools to solve both storytelling and business issues. Find out how to address typical concerns of a screenwriter—from researches to writer's block, from story structure to how to market your script—and pick up tips and techniques you can immediately apply to your own materials.

\$129 | Simone Bartesaghi
SMC Bundy Campus, Room 216

Wed 6:30p – 9:30p Apr 20 – May 25

How to Write Funny

In a hands-on workshop featuring lectures, in-class writing exercises, and supportive feedback, discover how to write a comedic piece that is part story, part essay, part dialogue, and entirely, uniquely “you”. Learn all about the tools, techniques, and tricks that comedy writers use to get laughs in sitcoms, screenplays, blogs, stories for live performance, and even business presentations. You'll also make an exciting discovery: There are no limits to what can be written “funny”! Anything on your mind and in your heart can be expressed through humor. And last, but not least, we'll have lots of fun and laughs along the way.

\$129 | Jonathan Solomon
SMC Bundy Campus, Room 235

Thu 6:30p – 9:30p Apr 21 – Jun 2

Short Fiction Workshop

Do you have short stories sitting in a drawer, or have you always wanted to write one? Learn the fundamentals of what makes a short story effective. In this friendly, supportive workshop with a focus on themes, character, dialogue, point of view, story action, and writing compelling descriptions, you will also find out about the world of literary journals and how to submit your work to the short story marketplace.

\$99 | Monona Wali
SMC Bundy Campus, Room 217

Thu 6:30p – 9:30p Apr 21 – May 26



Afrovibe

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 \$20 at class includes classical ballet flash cards.

\$159 | Cynthia Molnar
SMC Performing Arts Center, Room 102

Sat 9:30a – 10:45 AM Feb 20 – Apr 9

Afrovibe

NEW! Come try a unique dance-based cardio workout that's built around Afro dances—not only from Africa, but also the Middle East, the Caribbean, and Brazil—and caters to all fitness levels! This fun class combines fitness, follow-along choreography, and strength and conditioning exercises for your arms, core, and glutes. Please wear comfortable clothing.

\$99 | Ashley Chatman
SMC Emeritus College, Room 304

Tue 6:30p – 7:30p Feb 23 – Apr 5*

*No class on Mar 15.

Original Samba Reggae with Silleyk

NEW! If you're new to Brazilian dance or just want to hone your basic skills, come learn the moves of Samba Reggae and Samba Regional. In a class that focuses on building community through dance, experience the joy of Brazilian culture as you explore each style's origin, musicality, and major players. You'll finish with a gentle cool down, and leave feeling refreshed and rejuvenated. It's a great workout and LOTS of FUN!

\$99 | Silleyk da Bahia
SMC Performing Arts Center, Room 102

Thu 6:15p – 7:45p Feb 25 – Mar 31

Ballroom Dance – Take a Chance!

American Ballroom dance is a fun way to move! You'll help choose two of the following dances—Foxtrot, Tango, Waltz, Rumba, Cha Cha, Mambo/Salsa, or East Coast Swing—and learn their footwork and different rhythms, and how to move easily when leading or following. You'll never have to refuse an invitation to dance again!

\$89 | Kathy Levyn
 SMC Emeritus College, Room 304
 Thu 7:00p – 8:30p Mar 3 – Apr 7
 Wed 7:00p – 8:30p Apr 27 – Jun 1

Hip-Hop Dance

NEW! Have a blast while getting an incredible workout! In a Hip Hop class that is introductory enough for beginners—yet stimulating enough for more experienced dancers—start with a fun warm up and stretch, followed by simple follow-along choreography that will really get your heart pumping. Even if you’ve never danced before, you’ll catch on quickly! Wear comfortable shoes and clothes you can move in easily.

\$89 | Lisa Kellogg
 Ocean Park Studio, Room 103
 Thu 7:30p – 8:30p Mar 3 – Apr 7
 Thu 7:30p – 8:30p Apr 21 – May 26

Cardio Salsa

Want to take Zumba to the next level? Here’s a dynamic, energetic Latin dance workout that incorporates authentic Salsa, Cha-Cha, Merengue, Ballroom, Bachatta, Rhumba, Argentine Tango, and Ballet for the cool down. Learn how to move like a pro to the infectious rhythms of the latest music releases, and shed the calories while having fun. No partner required, and no dance experience necessary! Caution: This class is highly addictive. We have a large group of “Salsaholics”!

\$89 | Jackline Daneshrad
 SMC Emeritus College, Room 304
 Tue 6:00p – 7:00p Apr 19 – May 24

Fitness & Relaxation

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 movement and rest. This introductory course is limited to 10 students, so register early. Comfortable clothing is recommended.

\$85 | Desmond Ondatje
 SMC Emeritus College, Room 307
 Wed 6:30p – 8:00p Feb 24 – Mar 30
 Wed 6:30p – 8:00p Apr 20 – May 25



Find us on Facebook

STAY CONNECTED!



Get the Latest News by Liking Us on Facebook.

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 yoga mat to class.

\$79 | Douglas Dee
 SMC Emeritus College, Room 308
 Wed 7:00p – 8:30p Feb 24 – Mar 30
 Wed 7:00p – 8:30p Apr 20 – May 25

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 Feb 29 – Apr 4
 Mon 6:30p – 7:30p Apr 18 – May 23

Mat Pilates

Learn the techniques of Pilates, a system of controlled exercises that engage the mind and condition the total body. Find out how to activate the “powerhouse” muscles and conscious breathing to strengthen, lengthen, and tone the abdomen, pelvic cavity, lower back, glutes, hips, and thighs. Learn how to use concentrated movements of your arms and legs to create long, lean muscles and improve your body’s alignment, enhance your balance, and increase muscular control. Therapeutically based, Pilates is ideal for rehabilitating selected injuries. Bring to class a yoga or Pilates mat. A ring and theraband will also be required (instructor will provide information).

\$89 | Valerie Lernihan
SMC Emeritus College, Room 304

Mon 7:45p – 8:45p Feb 29 – Apr 4
Mon 7:45p – 8:45p Apr 18 – May 23

Stretch & Release

NEW! Would you like to de-stress and stretch your body while learning to maintain a correct form? In a class designed for all levels of fitness, learn how to lengthen, tone, and align your body—with correct posture and breath sequences—through standing, seated, and floor stretches that encourage the release of deep layers of stress and tension. The lower body stretches are enhanced with the use of a Dyna band. By the end of the class you'll feel relaxed and rejuvenated. Materials fee \$10 at class.

\$89 | Jackline Daneshrad
SMC Emeritus College, Room 304

Wed 7:00p – 8:00p Mar 2 – Apr 6

Total Body Workout

NEW! Wishing you had a toned and sculpted body? This is the right class for you! All major muscle groups will be addressed in a workout that starts with a fun low-impact warm-up, followed by a sculpt session using hand weights, resistance tubing, medicine balls, and Thera bands. Comprehensive stretching of the upper and lower body for a strong, long, lean, and toned physique are included, along with special balance and posture exercises. Materials fee \$18 at class.

\$89 | Jackline Daneshrad
SMC Emeritus College, Room 304

Wed 6:00p – 7:00p Mar 2 – Apr 6

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 213

Thu 6:00p – 9:30p Apr 21



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

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 | Irwin Thall
SMC Main Campus, Business 111

Sat 9:00a – 4:00p May 7

LOOK FOR THESE NEW CLASSES

- > **Exploring Still Life Drawing: Black and White/Color Media** (page 7)
- > **Intro to Portraiture** (page 7)
- > **Online Dating for Adults Over 40** (page 10)
- > **Stretch & Release** (page 21)
- > **Photography for Teens (Ages 14 – 18)** (page 23)
- > **Assertive Communication Skills for Women** (page 25)
- > **Basic Computer Ownership** (page 31)

Spring 2016



CO-REC Sunday Play

Badminton & Table Tennis

Beginning and Intermediate Levels

TABLE TENNIS: Coaching workshops at 12p & 2p (\$6/\$4),
open play 12p-7p (\$6/\$4)

BADMINTON: open play 12p-9p (\$6/\$4)

BASKETBALL: open play 8a-12p (\$4/\$2)

SMC Pavilion | Email kidd_jo@smc.edu for details.

Sports

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

Tue 9:30a – 10:30 AM	Feb 23 – Mar 29
Tue 9:30a – 10:30 AM	Apr 12 – May 17
Sat 10:30a – 11:30 AM	Feb 27 – Apr 2
Sat 10:30a – 11:30 AM	Apr 16 – May 21
Sun 1:00p – 2:00p	Feb 28 – Apr 10*
*No class on Mar 27.	
Sun 1:00p – 2:00p	Apr 17 – May 22

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 who are in between these two extremes. Please wear appropriate athletic shoes and clothing.

\$99 | Richard Hoffman
SMC Main Campus, Gym 100

Mon 6:00p – 7:00p Feb 29 – May 23*
*No class on Apr 11.

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.

\$129 | Lisa Saperston
SMC Bundy Campus, Room 221

Wed 6:30p – 9:30p Feb 24 – Mar 30



Basketball for the Rest of Us

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 Mar 5 – Apr 9

More Piano Magic!

Come learn more about playing the piano in a fun and creative class! We'll use songs, musical games, and projects to help you become more familiar and comfortable with the piano keyboard, develop your music listening skills, and expand your abilities in reading notes and rhythmic notation. (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 Apr 23 – May 28

Photography for Teens (Ages 14 – 18)

NEW! Come have fun exploring your creative potential with a camera. Through discussion and hands-on practice, learn the fundamentals of camera operation and how motion, lighting, and focus can be used in creative ways. Find out about the key elements of exposure—shutter speed, f-stops, and ISO—and take part in a variety of activities that help you apply your new skills to photographic self-expression. No prior photo knowledge is required. Bring to class a DSLR or other camera with manual exposure options.

\$89 | Nancy Kaye
SMC Bundy Campus, Room 213
Sat 1:00p – 4:00p May 14 – May 21

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"

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.**

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

Property Management 101

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 Mar 12 – Mar 19

INTRODUCTION TO PROPERTY MANAGEMENT – Angela Young

“

Very informative, Angela addressed all students’ specific concerns, I know what I’m getting myself into now.

—M. November

”

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: \$129/all four classes; \$39/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.

\$39 | Sinclair Rimmon
 SMC Main Campus, Math Complex 4
 Sat 10:00a – 12:00p Mar 19

SMC Community Education ONLINE

in partnership with



from personal development and interests to professional development
taking courses on your terms

Monthly start dates begin on Wednesdays

- 1/13/2016
- 2/10/2016
- 3/16/2016
- 4/13/2016
- 5/18/2016
- 6/15/2016

www.ed2go.com/smce

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.

\$39 | Sinclair Rimmon
SMC Main Campus, Math Complex 4
Sat 1:00p – 3:00p Mar 19

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!

\$39 | Sinclair Rimmon
SMC Main Campus, Math Complex 4
Sun 10:00a – 12:00p Mar 20

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.

\$39 | Sinclair Rimmon
SMC Main Campus, Math Complex 4
Sun 1:00p – 3:00p Mar 20

Career Enhancement

Dealing with Difficult and Demanding People

Never again fall victim to those who love to make life miserable for the rest of us. Learn concrete techniques for dealing with difficult people in the workplace and at home. Discover specific strategies to get adversaries to cooperate, bullies to back off, wallflowers to open up, and chronic complainers to quiet down. Find out how you can approach your job with more enjoyment, deal with coworkers and family members with greater confidence, and improve cooperation, collaboration, and compromise to create a more productive and satisfying workplace and home life.

\$99 | Inner Fitness
SMC Bundy Campus, Room 213
Tue 6:00p – 8:00p Mar 22 – Apr 5

Assertive Communication Skills for Women

NEW! Find out how to stand up for yourself and your ideas, and how to persuade others to see things your way—a must for every woman of today's world. Learn the techniques and strategies you need to get your point across confidently and effectively, and get the results you want. Discover how to project a credible, self-assured image, express your opinion with authority and tact, and handle conflicts and confrontation with dignity and control.

\$99 | Inner Fitness
SMC Bundy Campus, Room 213
Thu 6:00p – 8:00p Mar 31 – Apr 7

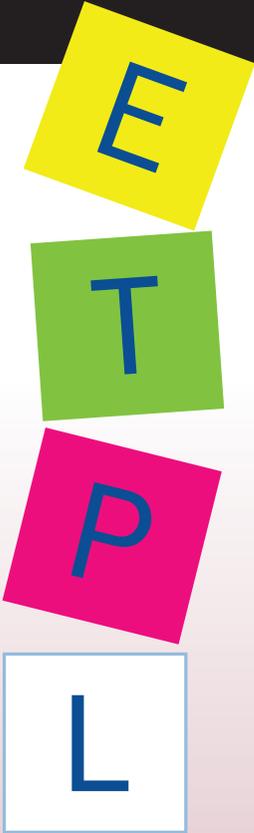
Self-Esteem: Boosting Your Emotional and Physical Health

Low self-esteem can negatively affect virtually every part of your life, including your relationships, your job, and your health. Find out how you can raise your self-esteem to a healthy level, even if you've harbored a negative self-image since childhood. The techniques you'll learn can help you boost your self-esteem by changing unhealthy thinking and behavior patterns, as well as help you recognize, challenge, and ultimately replace negative thoughts or inaccurate beliefs with more positive, realistic ones.

\$69 | Inner Fitness
SMC Bundy Campus, Room 213
Tue 6:00p – 8:00p May 3 – May 10

Employment Training Panel List

STUDY ONLINE OR IN A CLASSROOM



You could be eligible for State funding for career training!

Santa Monica College is a certified ETPL provider.

Let us be your destination for your Employment Training Panel needs. Make a commitment to make your dream job a reality.

ETPL Process

1. **Determine Eligibility:** Meet with a case manager at your local branch of America's Job Center—a one-stop shop for employment and training services—to find out if you qualify for training funds. Go to lacoworkforce.css.lacounty.gov
2. **Referral Notice:** If you qualify, your case manager will send a referral notice to SMC Community Education to confirm your course costs and start date. SMC Community Education must complete, sign, and return the referral notice to your case manager in order to go to the next step.
3. **Training Agreement:** America's Job Center sends a training agreement to SMC Community Education. The agreement states that America's Job Center agrees to pay for your training, and the terms for how payment will be remitted. The training agreement must be signed by SMC's Director of Community Education and returned to your local branch of America's Job Center for final signature.
4. **Fully Executed Training Agreement:** After America's Job Center places its final signature on the agreement, a copy is sent to SMC. The agreement confirms that you can begin training as outlined in the agreement.
5. **Registration in Course:** SMC Community Education will register you in your course and send you a confirmation via email.

ETPL Training Courses offered through SMC Community Education

Phlebotomy Certification page 33
Online Marketing Certified Practitioner (OMCP) Certification page 43



update your skills

COMMUNITY EDUCATION > SMC

www.updateURskills.com

Contact Jocelyn Winn at 310.434.3410
winn_jocelyn@smc.edu

Certificate Program

Basic Mediation Skills Training & Certificate – Free Orientation

NEW! Come find out about mediation—an expanding area in the field of Alternative Dispute Resolution (ADR)—at a FREE orientation session that provides an overview of the various opportunities in mediation/arbitration/alternate dispute resolution and the paths to these opportunities. Both Forbes magazine and NPR have discussed the opportunities in mediation in recent years, stating that the need for mediators is growing. Don't miss this chance to find out more!

FREE | Karen Civitate
West Los Angeles College
9000 Overland Ave., Culver City
Sat 10:00a – 11:30 AM Mar 5

Basic Mediation Skills Training & Certificate

NEW! If you like the idea of helping people reach mutually agreeable (win-win) solutions, imagine getting paid to do it! More and more courts, workplaces, commercial enterprises, service providers, HOAs, and other community organizations are turning to—or even requiring—mediation to resolve disputes.

Mediation skills are so valuable they show up in job listings for everything from counselors and project and property managers, to attorneys, paralegals, administrative analysts, engineers, case managers, and more! Today, mediation can be its own career, enhance a lot of other careers, or provide a skill set that is incredibly useful at work and in life—for employers with staff, teachers with students, and even parents with children.

Our interactive and very hands-on workshop provides lectures, demonstrations, exercises, role-play, and group debriefing to give you a foundation you can leverage into a service or a career.

You will learn about the bases, costs, and benefits(!) of conflict, along with the pros and cons of avoiding conflict, the plusses and minuses of competing and accommodating, how compromise can help or hurt, and the good and bad of collaborating. You'll also find out how to engage and build trust, phrase questions effectively, listen actively, and create positive communication, as well as how to interpret body language, control the process, and create a safe environment.

Week 1: The Basis of Conflict Explore the underlying basis of conflict. Recognize how you respond to conflict—both at home and work—as you discover your conflict style and how you interact with those of differing styles. Gain a better understanding of effective communication and listening skills, and the obstacles when these break down. Learn the art of questioning and how it is used differently during a mediation session. Examine how cultural diversity influences the process. Begin to identify the stages of mediation.

Week 2: Stages of Mediation Delve into each stage of the mediation process. Begin to understand the goals and objectives of each stage. Learn what your role is as a mediator in each of these stages.

Week 3: Role Playing Practice being a mediator through role-play exercises. Take on different roles to experience how each party feels during conflict. Continue to gain a higher level of understanding of the methods you have learned so far, and utilize these tools throughout the mediation session.

Week 4: Ethics & Opportunities What are the ethical standards for mediators? Continue role-playing to enhance your skills. Review the ethical standards for mediators and the issues they may face before, during, and after a session. Also, learn about the variety of job opportunities available not only in the mediation field, but also in jobs that incorporate mediation skills in their hiring requirements.

\$299 | Karen Civitate
West Los Angeles College
9000 Overland Ave., Culver City
Sat 9:00a – 3:30p Mar 12 – Apr 2

INTERESTED IN TEACHING A CLASS FOR SMC COMMUNITY EDUCATION?



We are looking for instructors in

Arts & Crafts

Dance

Fitness

Music

Modern Language

Writing

and other areas...

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



Customer Service Academy

Be the Best of the Business!

Complete all 10 modules and receive a certificate from SMC Community Education, or choose the ones most suited to your needs.

Communication

Communication is a key to customer service success. To best serve both our internal and external customers, we must understand what they want, when they want it, why they want it and what their expectations are. How can we figure all of this out if we aren't good listeners and communicators? This course covers verbal and nonverbal communication as well as superior listening skills. Participants will have the opportunity to practice techniques.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Mon-Tue 12:00p – 4:00p Feb 29 – Mar 1

Mon-Tue 12:00p – 4:00p Apr 18 – Apr 19

Customer Service

Explore key skills and attitudes necessary to effectively meet the customer's needs. Participants will be introduced to concepts and appropriate techniques for dealing with internal and external customers, enhancing customer satisfaction and insuring positive communication.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Wed-Thu 12:00p – 4:00p Mar 2 – Mar 3

Wed-Thu 12:00p – 4:00p Apr 20 – Apr 21

Team Building

If we don't have it together with our internal customers, that often translates into poor customer service for our external customers. Working as a team can increase productivity, enhance project management, reduce business conflicts and create superior customer service. Learn the "styles" of your co-workers so you can work together better.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Mon-Tue 12:00p – 4:00p Mar 7 – Mar 8

Mon-Tue 12:00p – 4:00p Apr 25 – Apr 26

Attitude

Having the right attitude has a positive impact on the workplace and our interactions with our customers. Explore how attitudes at work positively and negatively affect customer service, the organization's image, and productivity and employee retention. The best selling training video "FISH" will be featured.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Wed-Thu 12:00p – 4:00p Mar 9 – Mar 10

Wed-Thu 12:00p – 4:00p Apr 27 – Apr 28

Sign up for all 10 classes for \$849 and receive a certificate.

Our Customer Service Academy is a 10-module course that will give you the tools you need to deliver exceptional customer service to your clients. In this cyber age, excellent customer service and satisfied customers will give you the winning edge you need for your organization. Learn how to handle both internal and external customers, organize your workplace around service-oriented values, and build an effective team that increases productivity, and much more. Classes in this short series can be taken individually or together to earn a certificate of completion from Santa Monica College Community Education. **Sign up for all 10 classes at the same time for \$849**, and receive your certificate.

Values and Ethics

Ethical behavior affects what happens in the workplace. This course provides the opportunity to evaluate ethical behavior and what's appropriate and what's not. A 3-step checklist is introduced to help participants in recognizing ethical behavior.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Mon-Tue 12:00p – 4:00p Mar 21 – Mar 22

Mon-Tue 12:00p – 4:00p May 2 – May 3

Stress Management

Did you know 1 million Americans call in sick every day because of stress related reasons? This costs organizations money, especially in lowered productivity. This course defines what stress is and how it affects both our employees and the workplace. Causes of stress are identified and dozens of stress management tips and techniques are delivered and practiced.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Wed-Thu 12:00p – 4:00p Mar 23 – Mar 24

Wed-Thu 12:00p – 4:00p May 4 – May 5

Time Management

The workplace demands efficiency and productivity. The way we manage our time has an impact on our ability to get things done. Explore time management techniques at work that will help you stay in balance and be more effective in the workplace. Time management tips and techniques are delivered and practiced.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Mon-Tue 12:00p – 4:00p Mar 28 – Mar 29

Mon-Tue 12:00p – 4:00p May 9 – May 10

Conflict Management

Conflict gets in the way of good business. Explore the causes and impact conflict can have on customer service. Learn strategies and techniques for resolving tough issues and how to turn a difficult customer into a loyal one.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Wed-Thu 12:00p – 4:00p Mar 30 – Mar 31

Wed-Thu 12:00p – 4:00p May 11 – May 12

Decision Making & Problem Solving

Many of us face a constant barrage of workplace decisions and problems to be solved. Regardless of our job responsibilities in the company, we are responsible for smart choices. Learn decision-making styles, processes and techniques and when they should be applied. Learn how to be a creative problem solver.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Mon-Tue 12:00p – 4:00p Apr 4 – Apr 5

Mon-Tue 12:00p – 4:00p May 16 – May 17

Managing Change

We face constant change in the workplace. Explore our natural tendencies and the tendencies of our customers to resist change. Learn skills to adapt and accept change.

\$99 | SMC Staff

SMC Bundy Campus, Room TBA

Wed-Thu 12:00p – 4:00p Apr 6 – Apr 7

Wed-Thu 12:00p – 4:00p May 18 – May 19

Register at commed.smc.edu



Adobe Photoshop © JC Carroll

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.

\$229 | Gregory Van Zuyen
SMC Bundy Campus, Room 127

Mon 6:30p – 9:30p Feb 29 – Apr 4

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.

\$229 | Gregory Van Zuyen
SMC Bundy Campus, Room 127

Wed 6:30p – 9:30p Mar 2 – Apr 6

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

Wed 6:30p – 9:30p Apr 20 – May 25

COMPUTER BASICS FOR THE EVERYDAY & MS WORD AND EXCEL FOR THE JOB MARKET

Sign up for **Computer, Internet and E-mail Basics for the Everyday** and **MS Word and MS Excel for Entering the Job Market** and enjoy a discount! Please look under individual class listings for course details.

Series Pricing: \$119/two classes; \$69/class

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 Apr 2

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 Apr 2

Basic Computer Ownership

NEW! If you're new to computers, this course is for you! Learn what you need to know about the basics of maintaining and operating your computer, including how to organize your files, install and uninstall programs, create an email account, use a word processor, and browse the internet safely and effectively. This is a hands-on class and you'll be working at an individual desktop PC computer to follow along with the instructor. Materials fee \$22 at class includes a lesson book with useful vocabulary, screen shots, and exercises.

\$139 | Nick Eneboe
SMC Bundy Campus, Room 127
Mon 6:30p – 8:30p Apr 18 – May 16

Fundamentals of Microsoft Excel 2010 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 May 13

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.

\$49 | Bob Cohen
SMC Bundy Campus, Room 213
Thu 6:30p – 9:30p Feb 25

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.

\$49 | Bob Cohen
SMC Bundy Campus, Room 213
Thu 6:30p – 9:30p Mar 10

Secrets of Social Media & Internet Marketing

Discover tips and techniques to promote your business effectively online. Learn how to use Google AdWords and search features to drive traffic to your website. Find out how to make the most of social media sites (Facebook, Twitter, etc.) to help generate business and increase sales. Learn how to use a landing page for special promotions and offers, what makes a successful email newsletter, and more! Materials fee \$30 at class.

\$49 | Bob Cohen
SMC Bundy Campus, Room 213
Thu 6:30p – 9:30p Apr 28

SECRETS OF SOCIAL MEDIA AND INTERNET MARKETING – Bob Cohen



Thank you for consistently referencing and connecting to the businesses of the students in the class.

—C. Iwuagwu



Entrepreneurial Training

BUSINESS PLANNING

Creating A Successful Business

Everyting month 543,000 new businesses get started, with only half of them surviving at least five years. Be a survivor! This essential seminar will help you lay the groundwork for a thriving business, exploring such topics as: identifying opportunity and market size, market analysis, measuring the risk/reward ratio, protecting your ideas, and pricing your goods and services. You'll also learn about financial projections and be introduced to a variety of funding options. You'll leave this class with a working template for creating a successful business.

\$59 | Gerald Anderson

West Los Angeles College, TBA
9000 Overland Ave., Culver City

Sat 9:00a – 12:00p Mar 5 – Mar 12

Creating A Business Plan

Whether just getting started or already in business, developing a sound business plan is essential. It's necessary for obtaining many types of financing and helps evaluate opportunities. Discover the elements necessary to a business plan and how to go about creating one. Learn about defining market opportunities, unique selling advantages, marketing strategies, management structure, corporate culture and financial projections. You'll leave class with a working template and the knowledge needed to create your own business plan.

\$59 | Gerald Anderson

West Los Angeles College, TBA
9000 Overland Ave., Culver City

Sat 9:00a – 12:00p Mar 19 – Mar 26

Be Your Own CFO

This hands-on training is a must for any business owner. Gain financial empowerment and awareness—in not prowess—in undersatndng business finances and how to run a business “by the numbers.” Find out how to collect and record financial data and assess operational performance to make sound business decisions. Explore the balance sheet, profit and loss statement, statement of cash flows and cash management report. Other topics include labor estimating, pricing and job costing, variance analysis, key indicator reporting, and much more. Attendees will complete an overhead budget during class.

\$59 | Gerald Anderson

West Los Angeles College, TBA
9000 Overland Ave., Culver City

Sat 9:00a – 12:00p Apr 9 – Apr 16

QUICKBOOKS

QuickBooks I: Mastering the Basics for a Service-Based Business

NEW! In Part One of our two-part seminar providing basic hands-on training for managing financial information for a service-based business, learn about invoicing, receiving payments, making deposits, cash memos, cash sales, and estimates. You will have an individual computer to use in class. Bring to class a USB flash drive to save your work. You do not need to own the software to attend this seminar.

\$50 | Miriam Aguilar

SMC Bundy Campus, Room 127

Sat 9:00a – 12:00p Mar 19

QuickBooks II: Mastering the Basics for a Service-Based Business

NEW! In Part Two of our two-part seminar providing basic hands-on training for managing financial information for a service-based business, learn how to enter and pay bills, write checks, create reports, and reconcile a bank account. Also, find out how to create a service-based company file using the step-by-step interview, and how to add/edit service items to the item list. You will have an individual computer to use in class. Bring to class a USB flash drive to save your work. You do not need to own the software to attend this seminar.

\$50 | Miriam Aguilar

SMC Bundy Campus, Room 127

Sat 1:00p – 4:00p Mar 19

QuickBooks I: Mastering the Basics for a Product-Based Business

NEW! In Part One of our two-part seminar providing basic hands-on training for managing financial information for a product-based business, learn about invoicing, receiving payments, making deposits, cash memos, cash sales, and estimates. You will have an individual computer to use in class. Bring to class a USB flash drive to save your work. You do not need to own the software to attend this seminar.

\$50 | Miriam Aguilar

SMC Bundy Campus, Room 127

Sat 9:00a – 12:00p May 21

QuickBooks II: Mastering the Basics for a Product-Based Business

NEW! In Part Two of our two-part seminar providing basic hands-on training for

managing financial information for a product-based business, learn how to enter and pay bills, write checks, create reports, reconcile a bank account, and keep track of inventory and sales tax. Also, find out how to create a product-based company file using the step-by-step interview, and how to add/edit product items to the item list. You will have an individual computer to use in class. Bring to class a USB flash drive to save your work. You do not need to own the software to attend this seminar.

\$50 | Miriam Aguilar
SMC Bundy Campus, Room 127
Sat 1:00p – 4:00p May 21

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.

\$2,500 | Training Specialists
SMC Bundy Campus, Room 217
Sat 9:00a – 4:00p Apr 2 – May 7*
*No class on Apr 16.

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 18 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.*

\$139 | Patrisha Thomson
Thomson Art Studio, Art Studio
Sat 10:00a – 1:00p Apr 23 – Jun 4*
*No class on May 28.

Money Management

Estate Planning

Did you know that your ‘Estate’ consists of everything of value—cash, clothes, cars, real estate, investment and retirement accounts, pensions, etc.—accumulated throughout your lifetime? Join us for this informative, interactive class to learn how to preserve and manage your assets while you still can, and then transfer it to your loved ones after you pass away. This process involves weighing various personal and financial decisions and creating legal arrangements to carry out those decisions. We will discuss how to properly receive an inheritance as well as how to give one, strategies to avoid expensive delays and legal challenges and intelligent distribution of assets, charitable giving. Wills, trusts, asset protection, probate and family businesses will also be discussed. **Couples should attend together, if possible, for just \$10 more.**

\$25/\$35 | Samuel Rad
West Los Angeles College, TBA
9000 Overland Ave., Culver City
Sat 10:00a – 1:00p Mar 5

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

PASSPORT TO RETIREMENT –
Paul Heising



I liked the class so much last year that I brought a friend to take this year and came back myself.

—S. Kirch



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 228

Wed 6:30p – 9:00p Apr 20 – May 11
Sat 9:30a – 12:00p Apr 23 – May 14

Smart Money Fundamentals

Learn how to invest intelligently and profitably to secure your financial future. Find out how to select a financial advisor, and what you need to know about annuities, bonds, gold, mutual funds, stocks, real estate, and Social Security. Pick up tax-savings ideas, and find out how to manage credit and debt, and increase FICO scores. Discover time-tested strategies to help you make informed investment decisions, including how to figure out how much you need to put away to retire. As a bonus, an Economic Forecast 2015 will be included. You are invited to bring your spouse or a guest at no extra cost.

\$55 | Searchlight Financial
SMC Bundy Campus, Room 212

Tue 6:30p – 9:00p Apr 26

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
SMC Bundy Campus, Room 212

Thu 6:30p – 8:30p Apr 28

**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 \$35 at class.

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

Sat 8:00a – 6:00p Apr 2

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 \$35 at class.

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

Sat 12:30p – 6:00p Apr 2

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.

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. Mandatory and nonrefundable textbook fee \$50 is not included in tuition and will be collected upon registration; textbooks 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.

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

Mon 6:30p – 9:30p Feb 22 – Jun 13*

*No class on Apr 11, May 30.

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. Mandatory and nonrefundable textbook fee of \$50 will be collected at the time of registration and textbooks 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.

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

Wed 6:30p – 9:30p Feb 24 – Jun 8*

*No class on Apr 13.

Real Estate Finance (1405-93)

This 45-hour course for brokers, salespeople, and college students majoring in real estate is a study of lending policies and the problems and risks involved in real estate financing. The course fulfills a basic real estate course requirement for a California Real Estate License. Mandatory textbook fee of \$50 will be collected upon registration and textbook 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. Materials fee \$50 at class.

\$249 | Ronald Vitale
SMC Bundy Campus, Room 428

Thu 6:30p – 9:30p Feb 25 – Jun 9*

*No class on Apr 14.

ON THE

NET

Looking for online classes?

See our listings on page 38

Introducing Pearson Workforce Education Programs for Higher Education



Program Highlights

- Online courses are self-paced; start any time.
- Courses are hosted in Pearson Education's robust Learning Management System.
- Courses are aligned to national certifications such as CompTIA, Project Management Institute, National Association of Healthcare Access Management, and more!
- Named one of the Top Workforce Development Providers for 2012 by TrainingIndustry.com.

Developed by subject matter experts, courses cover a variety of economic sectors:

Workplace Readiness

Business & Professional

Health Careers

Green/Sustainability

IT & Software Development

Project Management & Quality

Advanced Manufacturing

To learn more, visit: www.pearsonworkforceeducation.com

**These programs are now offered
through SMC Community Education.**

To view classes, go to commed.smc.edu



ADVANCED MANUFACTURING

Basic Electricity.....	\$299.00
Blueprint Reading for.....	\$299.00
Construction Trades	
Introduction to HVAC	\$1,199.00
Introduction to Programmable	\$299.00
Logic Controls	

BUSINESS AND PROFESSIONAL

Certified Associate in Project Management – Version PMBOK5	\$699.00
Communication Skills for Managers.....	\$149.00
Effective Business Writing Skills.....	\$149.00
Effective Time Management.....	\$149.00
Finance and Accounting for.....	\$149.00
Nonfinancial Managers	
First Line Supervision and	\$149.00
Leadership	
How to Manage Conflict in the	\$149.00
Organization	
Interpersonal Communication.....	\$149.00
Skills in the Workplace	
Lean Bronze Certification.....	\$995.00
Managing Multiple Projects	\$149.00
Practical Problem-Solving Skills	\$149.00
in the Workplace	
Project Management Essentials	\$149.00
Project Management.....	\$1,195.00
Professional – Version PMBOK5	
Project Risk and Cost Analysis.....	\$149.00
QuickBooks I	\$299.00
Search Engine Optimization	\$149.00

GREEN/SUSTAINABILITY

LEED 205: Green Building and.....	\$595.00
LEED Preparing for the LEED Green Associate Exam	
LEED 210: Green Building Core.....	\$299.00
Concepts and Strategies for Construction Management	
LEED 210: Green Building Core.....	\$299.00
Concepts and Strategies for Facilities Management	
LEED 210: Green Building Core Concepts and Strategies for Healthcare ..	\$299.00
LEED 210: Green Building Core.....	\$299.00
Concepts and Strategies for Services and Hospitality	

HEALTH CAREERS

Assisting with Medications (Idaho)	\$249.00
Certified Nursing Assistant	\$599.00
Certified Professional Health Care.....	\$299.00
Compliance Officer	
Certified Professional Medical.....	\$399.00
Auditor	
Cultural Competence for Health	\$149.00
Care Providers	
Customer Service for Health Care .	\$299.00
Health Care Reform Perspectives:	\$179.00
Accountable Care Concepts for Managers	
Health Insurance I.....	\$299.00
Health Insurance II.....	\$299.00
HIPAA Privacy Rule Training for	\$50.00
Health Care Organizations	
HIT-001: Health Care IT	\$799.00
Technician Certification	
ICD-10.....	\$349.00

ICD-10: For Allied Health.....	\$199.00
Professionals	
ICD-10: For Physicians.....	\$199.00
Introduction to Anatomy &	\$149.00
Physiology	
Introduction to Medical Law &	\$149.00
Ethics	
Introduction to Medical Terminology.....	\$149.00
Introduction to Pharmacology.....	\$149.00
Medical Office Assistant.....	\$1,399.00
Medical Math.....	\$149.00
Overview of Electronic Health.....	\$199.00
Records and Clinical Software	
Patient Access Specialist.....	\$299.00
Patient Access Specialist Bundle.....	\$1,999.00
Professionalism in Health Care	\$149.00
Survey of Anatomy & Physiology	\$99.00
Survey of Medical Law & Ethics	\$79.00
Survey of Medical Terminology	\$79.00
Survey of Pharmacology.....	\$99.00
Universal Precautions.....	\$50.00

IT AND SOFTWARE DEVELOPMENT

CompTIA A+.....	\$549.00
CompTIA Network+.....	\$549.00
CompTIA Security+	\$549.00
HIT-001: Health Care IT	\$799.00
Technician Certification	
Java Programming Fundamentals.....	\$1,599.00
Mobile Applications: Android	\$299.00
Mobile Applications: HTML5.....	\$299.00
Mobile Applications: iOS 6.....	\$299.00
Navigating Search Engine	\$69.00
QuickBooks I	\$299.00
Search Engine Optimization	\$149.00

PROJECT MANAGEMENT AND QUALITY

Certified Associate in Project	\$699.00
Management – Version PMBOK5	
Project Management.....	\$1,195.00
Professional – Version PMBOK5	
Six Sigma Black Belt	\$1,495.00
Six Sigma Green Belt	\$695.00
Workplace Readiness	
Creating and Managing Your Brand	\$149.00
Hired! The Ultimate Job Search	\$399.00
Course	
Start Your Career: Create and	\$149.00
Manage Your Brand	
Workforce Readiness –	\$50.00
Communication and Collaboration	
Workforce Readiness –	\$150.00
Computer Concepts	
Workforce Readiness –	\$50.00
Creativity and Innovation	
Workforce Readiness –	\$50.00
Critical Thinking and Problem Solving	
Workforce Readiness –	\$50.00
Financial Literacy	
Workforce Readiness –	\$50.00
Flexibility and Adaptability	
Workforce Readiness – Initiative and	\$50.00
Self-Direction	
Workforce Readiness – Leadership.. ..	\$50.00
and Responsibility	
Workforce Readiness – Productivity .	\$50.00
and Accountability	

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.

Bartending

Bartending the Easy Way – Online

NEW! Be the bartender managers want to hire! In a self-paced online course using the Master Code of Mixology™—a branded instruction method for the beverage industry—learn to see the business from three points of view: the bartender, the customer, and the manager. Find out how to practice making cocktails and what you need to know about glassware, tools, recipes, pouring a perfect shot using the “tail,” wine and champagne service, and more! Learn about high-volume sales techniques, laws, and responsible beverage service. Also, pick up tips on job interviews and resumes, as well as how to start your own bartending service, and alternative ways to make money in the beverage industry.

Open start date Fee: \$100

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.

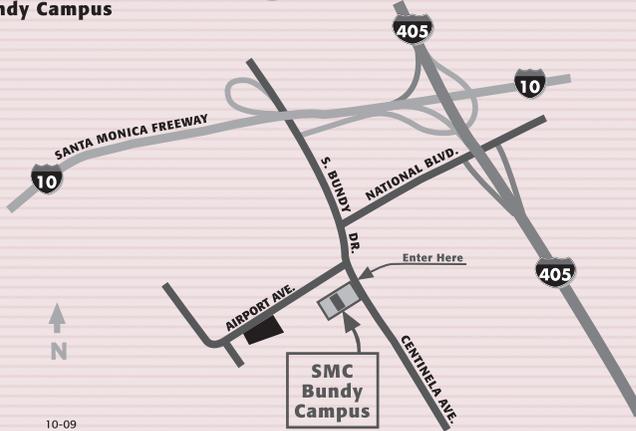
Open enrollment Fee: \$249

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

Santa Monica College Bundy Campus



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 March 4, 15, April 11–17, and May 29–30.

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.

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.

West Los Angeles College –

9000 OVERLAND AVE., CULVER CITY

Parking is available in Parking Structure and Overflow Lot 8, Lot 5 (off Freshman Dr.), and Lots A, 1, 2, and 4A near the PE Complex (PEC). Students may purchase a daily parking permit for \$2 from permit dispensing machines (use one dollar bills or quarters only) located in each parking lot. For your convenience, you may buy a semester-long WLAC parking permit for \$20 (strictly cash only, in person) from the Westside Extension Office, or \$23 online at westlac.augusoft.net (click on the “Forms & FAQs” link).

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: If you are a person with special needs, please make arrangements to bring along an aide or caregiver. Due to limited staff, SMC Community Education personnel cannot provide attendant services.

SMC ADMINISTRATION AND STAFF

Jeffery Shimizu, Interim Superintendent/
President

Dr. Patricia Ramos, Dean, Workforce &
Economic Development

Michelle King, Director, Career &
Contract Education

SMC COMMUNITY EDUCATION STAFF

Alice Meyering; Jocelyn Winn

**Schedule prepared by
SMC Office of Marketing**

INTRODUCTION TO MOSAIC ART –

Carmelo Fiannaca

“

Looking forward to the next session—I wish there were more sections! Carmelo is very talented and professional. He’s a great resource.

—B. Adler

”

BASIC ORGANIC GARDENING 101 –

Christy Wilhelm

“

A great blend of instruction, hands-on, discussion and practical advice—the tour of the student garden was great! We immediately benefitted.

—J. Conroe

”

BASIC LIFE DRAWING – Scott Zaragosa

“

Amazing progress in such a short period of time. Great instruction.

—T. Waldren

”

LOW BACK STRENGTH AND STRETCH –

Jackline Daneshrad

“

I loved it! there is such an interesting combo of ballet, yoga, physical therapy and more that she clearly has expertise in all of!

—A. Silver

”

REAL ESTATE PRINCIPLES – John Anderson

“

Very good teacher, very inspirational. Promotes critical thinking.

—A. Guzman

”

SUMI-E PAINTING – Sherry Davis

“

This class is exciting! Although I feel I made improvement all along, there was gratification even at the first session.

—E. Cusimano

”

SMC BOARD OF TRUSTEES

Dr. Louise Jaffe, Chair; Dr. Andrew Walzer, Vice Chair; Dr. Susan Aminoff; Dr. Nancy Greenstein; Dr. Margaret Quiñones-Perez; Rob Rader; Barry A. Snell; Jonathan Eady, Student Trustee; Jeffery Shimizu, Interim Superintendent/President

REGISTRATION FORM

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.

Name _____

Address _____

City & Zip _____

Day Phone _____

E-mail _____

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

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 \$ _____

VISIT OUR WEBSITE AT: commed.smc.edu

REGISTRATION FORM

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.

Name _____

Address _____

City & Zip _____

Day Phone _____

E-mail _____

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

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 \$ _____

VISIT OUR WEBSITE AT: commed.smc.edu



Social Media Certificate Training

Online Marketing Certified Practitioner (OMCP) Classes

Search Engine Optimization (SEO) and Web Analytics

NEW! Recommended prerequisite: Online Marketing Fundamentals: Find out how to use search engine optimization (SEO) to attract website traffic, and how to improve your ability to collect and make sense of data from multiple channels. Learn what you need to know to take on small, medium, or large SEO projects from start to finish—including on-page fundamentals, keyword research, SEO copywriting, site architecture, link building, and local search optimization strategies—and gain an in-depth understanding of KPIs, segmentation, reports, experimentation, and a lot more! OMCP® Exam Preparatory Certificate awarded upon successful completion of the course.

Open enrollment Fee \$1,699

Social Media Marketing and Web Analytics

NEW! Recommended prerequisite: Online Marketing Fundamentals Social media is evolving rapidly, and marketing on social media requires planning to make best use of your time and resources. Find out how to keep up with all the options, platforms, and trends in social media, and how to use web analytics to determine which ones are worth pursuing. Learn about the tools you need to run a successful social media campaign—including how to collect, analyze, and apply data coming at you from multiple channels—how to develop the most effective strategy to promote a particular business or marketing campaign, and much more! OMCP® Exam Preparatory Certificate awarded upon successful completion of the course.

Open enrollment Fee \$1,699

OMCP® Exam Preparatory Certificate (Additional Cost: \$395)
Exam can be purchased after you successfully complete the precertification.

Call 310-434-3410 for additional class listings and information.

REGISTER FOR SPRING 2016 CLASSES

SMC Community Education 2ND ANNUAL PHOTO CONTEST



We want your work of art to be the cover of our Fall 2016 class schedule!

We received so many responses to our first cover photo contest that we are holding it again. The Fall

2015 winner, Dean Reyes, won the contest with a surreal take on the *Observatory at Night*. * We invite our past and present

Community Education students to enter our 2016 Photo Contest. Submit your images before May 16, 2016, to commmed@smc.edu for a chance to have your work featured on our Fall 2016 schedule. Winner will be interviewed for our newsletter, Sound Bites. Share your vision with us, and good luck!

* Scan the QR code for the story behind the 2015 winning photograph in our August 2015 issue of Sound Bites (commmed.smc.edu).

Choose from hundreds of courses that can enrich and change your life. Classes fill quickly, so sign up for Spring 2016 now! Complete the registration form on page 42 to get started today.

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

COMMUNITY EDUCATION

Santa Monica Community College District
1900 Pico Blvd., Santa Monica, CA 90405
www.smc.edu | commmed.smc.edu

Non-Profit
Organization
U.S. Postage
PAID
Santa Monica
College



Fall 2015 Schedule Cover