

SANTA MONICA COLLEGE | SPRING 2017

# COMMUNITY EDUCATION

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& Professional Development

*Choose the Road Less Traveled*



**Special Open House on January 21**

15% discount when you register for classes on the same day

See page 24 for details



# Learning, Earning, and More!

## Languages and More

After many requests, we are now offering **German for Beginners** for the first time. French will return this Spring as a restructured **Conversational French for Travelers - Level I**. Don't miss perennial favorites like **Beginning Italian Level I & II** and **Beginning Spanish Level I & II**.

See pages 10–11 for more details.

Since we started offering **Preparing for the TOEFL** three years ago, the demand for this class has increased so much we are now adding three one-day intensive **TOEFL Strategy Toolbox for Success** workshops that aim to hone your skills in English and significantly improve your score in each of the “independent” and “integrated” sections of the TOEFL exam, such as writing, speaking, and listening. See page 20 for more details.



## Real Estate

Are you considering a career in Real Estate? If so, our rigorous curriculum for Real Estate Principles, Real Estate Practice, and Real Estate Finance this Spring will prepare you for the State Exam to become a Real Estate Salesperson in California. These classes won't be offered again until Fall 2017, so register now to kick start your new career! See page 28 for more details.

## Business and Entrepreneurial Training

Our QuickBooks classes return this Spring with a full line-up of restructured full-day **QuickBooks I & II** that will give you a more comprehensive understanding of the subject, along with a new three-hour workshop on **Reports & Bank Reconciliation** to give you some extra skills and help you use the software to the fullest. Sign up for the **QuickBooks I & II** series, and you'll receive a certificate of completion. Our new **Bookkeeping Essentials** will give you more than just the basics, whether you are an entrepreneur, a manager, or an investor!

See pages 21, 25–26 for more details.



## Cutting Edge Technology

Our **Introduction to 3D Printing** class is one of a kind and has been receiving rave reviews since launching in Fall 2016. If you have always wanted to learn this cutting-edge technology in a class with hands-on experience, here is your chance. We will be offering the class twice this Spring, so be sure to reserve yourself a spot! See page 23 for more details.



SANTA MONICA COLLEGE

# COMMUNITY EDUCATION

SPRING 2017



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## ABOUT COMMUNITY EDUCATION

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

## HOW TO REGISTER FOR CLASSES:



### ONLINE

[comm.ed.smc.edu](http://comm.ed.smc.edu)



### PHONE

310-434-3400, option 2



### EMAIL

[CommEd@smc.edu](mailto: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,  
Monday–Friday

# 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 can be viewed at [commed.smc.edu](http://commed.smc.edu)

### 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 24 – Apr 7\*

\*No class on Mar 3.

Fri 9:00a – 2:00p Apr 21 – May 26

### 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.

\$149 | Carmelo Fiannaca  
SMC Main Campus, Art 124

Sat 9:00a – 1:00p Feb 25 – Mar 25

### 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.

\$149 | Carmelo Fiannaca  
SMC Main Campus, Art 124

Sat 11:00a – 3:00p

Feb 25 – Mar 25

Sat 9:00a – 1:00p

Apr 22 – May 20

### 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 26 – Apr 2

Sun 1:00p – 5:00p

Apr 23 – Jun 4\*

\*No class on 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  
SMC Bundy Campus, Room 436

Wed 6:30p – 9:30p

Mar 1 – Apr 5



Japanese Calligraphy

### 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!"

\$99 | Kazuko  
SMC Main Campus, Art 118

Sat 10:00a – 1:00p Mar 11 – Apr 8

### 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 ashcan or a 200-page superhero manifesto, this workshop shows you how to do it! Materials fee \$5 at class.

\$99 | Neal Yamamoto  
SMC Bundy Campus, Room 217

Sat 10:00a – 12:00p Apr 22 – Jun 3\*  
*\*No class on May 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!

\$99 | Neal Yamamoto  
SMC Bundy Campus, Room 217

Sat 1:00p – 3:00p Apr 22 – Jun 3\*  
*\*No class on 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.

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

Sat 2:45p – 5:45p Apr 22 – May 27

## DRAWING

### Colored Pencil Techniques & Drawing

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

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

Tue 6:30p – 9:00p Feb 21 – Apr 4\*  
*\*No class on Mar 14.*

Tue 6:30p – 9:00p Apr 18 – May 23

### 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 Feb 21 – Apr 4\*  
*\*No class on Mar 14.*

Tue 7:00p – 9:30p Apr 18 – May 23

### 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 22 – Apr 5\*  
*\*No class on Mar 15.*

Thu 6:30p – 9:30p Feb 23 – Apr 6\*  
*\*No class on Mar 16.*

### Exploring Still Life Drawing – Black & White Media

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 9:00a – 12:00p Feb 25 – Apr 1

### Quick Sketch

In a beginning course, find out how to use quick sketch methods for conceptual design, to capture motion, for visual documentation, and as creative expression. Learn how to use a variety of techniques and drawing media—including line drawing, pen/ink, scribble lines, minimalism, and gesture drawing—to communicate, and engage in artistic exercises such as ambidextrous drawing and blind drawing to help enhance your hand-eye coordination.

\$129 | Charlotte Chen  
SMC Bundy Campus, Room 236

Sat 9:00a – 12:00p Mar 4 – Apr 1

### 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 19 – May 24

## PAINTING

### 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 9:30a – 12:30p Feb 25 – Apr 8\*  
*\*No class on Mar 11.*

Sat 9:30a – 12:30p 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 1:00p – 4:00p Feb 25 – Apr 8\*  
*\*No class on Mar 11.*

Sat 1:00p – 4:00p Apr 22 – May 27

### Painting Alla Prima: Experimenting with Oil Paint

Learn how to paint more creatively using alla prima (wet-on-wet) techniques with oil paints. Explore the gestural use of paint in representations, how to make compositions more interesting, how to use contrast and color for impact, and straightforward methods for achieving realism. All levels welcome!

\$99 | Todd Carpenter  
SMC Emeritus College, Room 204

Mon 6:30p – 9:30p Feb 27 – Apr 3

### 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. Painting kit is available to purchase in class, or a list of supplies can be found on class confirmation.

\$75 | Sherry Davis  
SMC Bundy Campus, Room 436

Sat 10:30a – 12:30p Mar 4 – Mar 25

## 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 Mar 5 – Apr 9  
Sun 10:00a – 1:00p Apr 23 – Jun 4\*  
\*No class on May 28.

## 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 Mar 5 – Apr 9  
Sun 2:00p – 5:00p Apr 23 – Jun 4\*  
\*No class on May 28.

## Plein Air Outdoor Watercolor Painting

**NEW!** Outdoor painting and watercoloring known as "Plein Air" has been enjoyed and used through the centuries by people of all ages. Join us for 6 onsite visits to noteworthy places in the community—Water Gardens, Will Rogers State Beach, Palisades Park, Douglas Park, Lake Shrine Self-Realization Center, and Tongva Park—and enjoy the outdoors as you learn how to quickly sketch and render perspective views using simple pencil and watercolor techniques.

\$119 | Tony Tran  
Offsite, locations TBA

Sat 9:00a – 12:00p Apr 22 – Jun 3\*  
\*No class on May 27.

### SUM-É PAINTING – Sherry Davis



*This was my first art class ever! An excellent experience. Instructor was very informative, had helpful presentations and was very positive.*

—Anonymous



## Crafts

### JEWELRY

#### Tubular Herringbone Stitch Necklace

**NEW!** The Tubular Herringbone Stitch, also called the Ndebele stitch, is a traditional method used to make beaded ropes for bracelets and necklaces. Come learn both straight and twisted herringbone techniques that are easy enough for complete beginners, yet interesting enough for more advanced students. You'll have your choice of bead colors and finishing methods, and you'll come away with a beautiful, multicolored necklace. Materials fee \$25 at class includes tools, materials, and detailed instruction sheets. Bring a pair of sharp scissors and a small towel or work mat.

\$49 | Susan Ryza  
SMC Emeritus College, Room 409

Tue 6:30p – 9:30p Mar 14

#### Jewelry: Resin Jewelry

Enhance your jewelry-making skills with a variety of fun techniques to make pendants and charms. In a hands-on class designed for beginning and intermediate skill levels, learn step by step how to create one-of-a-kind designs using epoxy resin, jewelry bezels, art papers, glitter, and mixed media. Master resin basics, including proper mixing, application, and curing of low-odor, crystal-clear resin. Also, find out how to make charms to link together to make a bracelet or use as pendants. You are welcome to bring materials from home to add to class materials. Tools provided for use in class. Materials fee \$25 at class.

\$49 | Laura Souder  
SMC Bundy Campus, Room 339

Sat 9:00a – 12:00p Apr 1

#### 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 Bundy Campus, Room 339

Sat 1:00p – 4:00p Apr 1

**Bead & Jewelry Basics**

Earrings! Bracelets! Necklaces! Learn to make them all—and do easy repairs—in this hands-on basic jewelry workshop. We'll cover stringing beads on various types of wire and cord, attaching clasps, wire-wrapping and looping, pearl knotting, bead weaving, and basic chain maille. You'll complete two pieces of jewelry each week, and take home detailed instructions for future projects. Be prepared to purchase some jewelry tools in class at discounted prices (\$6 each). Do NOT buy any new tools until after class discussion. Bring to class a small towel and any jewelry tools you already own. Materials fee \$45 at class.

\$69 | Susan Ryza  
 SMC Emeritus College, Room 409  
 Tue 6:30p – 9:30p      May 2 – May 16

**Enrichment**

**FROM THE ELEGANT TO THE ECLECTIC: DESIGN ICONS OF THE 20TH CENTURY**

**NEW!** The history of 20th-century design offers a dizzying array of styles that not only presented great opportunities for architects and designers, but also created a new type of client emboldened by the technological and sociopolitical changes of the built environment. Join us for a look at the progression of 20th-century styles—in both the architectural and interior design fields—within the context of the lives and works of the personalities who led the way.

Series Pricing: \$69/three classes; \$25/class

**Paul Williams, Architect to the Stars**

**NEW!** Often described as the “Architect to the Stars,” Paul Williams—first African-American member and Fellow of the American Institute of Architects—had a prolific career that spanned almost 60 years. He was equally comfortable working with Southern California historical styles and modern design, and became known for designs that were stylized and elegant. His vast body of work stretches from Beverly Hills to New York, and includes such luminary clients as Lucille Ball and Desi Arnaz, Tyrone Power, and Lon Chaney. To celebrate Black History Month, we will explore the architectural legacy left by Williams, and discuss the inspirational contributions he made to each city his designs enriched.

\$25 | Eleanor Schrader  
 SMC Main Campus, HSS 165  
 Sat 10:00a – 1:00p      Feb 18

**California Cool:**

**Masters of California Architecture**

**NEW!** The unique culture and climate of California offered a splendid variety of opportunities for the architects and designers of our built environment throughout the 20th century. Explore the lives and works of such distinguished California architects and designers as Julia Morgan, Wallace Neff, Frank Lloyd Wright, Richard Neutra, Rudolph Schindler, John Lautner, and others who have brought their unique individuality of style to the California landscape.

\$25 | Eleanor Schrader  
 SMC Main Campus, HSS 165  
 Sat 10:00a – 1:00p      Mar 18

**Legends of 20th Century Design**

**NEW!** Explore the elegant and often surprising interiors and furniture designs of such luminaries as Elsie de Wolfe, Syrie Maugham, Eileen Gray, Dorothy Draper, William Haines, Tony Duquette, and others. Examine the lives and inspirations of these legendary designers who left their marks on modern design against the backdrop of the social changes that presented the opportunities for these creative legends to realize their artistic visions.

\$25 | Eleanor Schrader  
 SMC Main Campus, HSS 165  
 Sat 10:00a – 1:00p      Apr 22

**Essential Ayurveda**

Learn how to use the time-tested secrets of ayurveda to improve how you feel and sharpen your mind. This fun, interactive class will teach you about your dosha, the six tastes, food combining rules, and more! Also, sample seasonal foods that you can use to balance your body and support lasting health. Recommended textbook: “The Essential Ayurvedic Cookbook,” by Lois Leonhardi (ISBN-13: 9780778805137).

\$99 | Lois Leonhardi  
 SMC Bundy Campus, Room 123  
 Sat 10:30a – 1:30p      Feb 25 – Mar 4



Basic Organic Gardening

## 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.

\$69 | Debbi Harper  
SMC Bundy Campus, Room 436  
Sat 9:00a – 12:00p Feb 25

## Food & Dining

### Sensational Sushi – Level 1

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

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

## 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 Wilhelmi  
SMC Main Campus, Art 118  
Sun 3:00p – 5:00p Mar 5 – Mar 26

### Landscape Design & Construction

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

\$79 | Charlotte Chen  
SMC Bundy Campus, Room 236  
Sat 9:00a – 2:00p May 6 – May 13

## Just for Fun

### 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 Feb 21 – Mar 28

### Beginning Bridge

Learn a fast and easy way to play bridge in a class designed for those who have never played this card game, have limited experience playing it, or who played it years ago and need a refresher course. Materials fee \$7 at class.

\$89 | Candace Scott  
SMC Bundy Campus, Room 436  
Mon 7:00p – 9:00p Feb 27 – Apr 3

register for classes  
**ONLINE**

at [commed.smc.edu](http://commed.smc.edu)

### 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

Tue 7:00p – 9:00p      Feb 28 – Apr 4  
Tue 7:00p – 9:00p      Apr 18 – May 23

### 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      Apr 18 – May 23

## 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.

### 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 21 – Mar 28  
Tue 6:30p – 9:30p      Apr 18 – May 23

### 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.

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

Wed 6:30p – 9:30p      Feb 22 – Mar 29  
Wed 6:30p – 9:30p      Apr 19 – May 24

### Spanish for Absolute Beginners

If you're an absolute beginner when it comes to studying or speaking Spanish, here's a

### BEGINNING SPANISH – Cecilia Dighero



*Delightfully educational, entertaining and beautifully organized! Don't change a thing! Best language class I have ever taken (and I've taken a lot!*

—A. Cameron



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.

\$89 | Nicola McGee  
SMC Bundy Campus, Room 217

Thu 6:30p – 8:30p      Apr 20 – May 25

### 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 23 – Apr 6\*  
\*No class on Mar 16.

### 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 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 20 – May 25

### 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.

\$169 | Paola Barcaccia  
SMC Bundy Campus, Room 228

Thu 6:30p – 9:30p Feb 23 – May 25\*  
\*No class on Mar 16, Apr 13.

### German for Beginners

**NEW!** If you've ever wanted to speak German, this class is for you! Come learn the fundamentals of the language—including some of most important rules of German grammar—and start building your working vocabulary. You'll be able to speak and understand simple sentences in German before you know it!

\$99 | Kris Pangburn  
SMC Bundy Campus, Room 240

Sat 12:00p – 3:00p Feb 25 – Apr 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 212

Tue 6:30p – 8:30p Feb 28 – Apr 4

### More 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 212

Tue 6:30p – 8:30p Apr 18 – May 23

### Beginning Conversational French for Travelers – Level 1

**NEW!** If you're planning a trip to a French-speaking location, or you just want to learn the language of love, come learn a great way to “parler le français.” Through role playing, creating scenarios, group discussions, and practice conversations, learn about French culture and become familiar with basic spoken French, including phrases useful for travel, greetings, shopping, eating, even emergencies. Our last class will be a local excursion where you can practice what you've learned. Materials fee \$10 at class includes book and CD.

\$99 | Harriette McCauley  
SMC Bundy Campus, Room 328

Sat 11:00a – 1:00p Mar 4 – Apr 8

## Music

### 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.

\$189 | Sarah Olim  
SMC Performing Arts Center, Room 103

#### WEDNESDAY

Wed 6:00p – 6:30p	Feb 15 – Mar 15
Wed 6:30p – 7:00p	Feb 15 – Mar 15
Wed 7:00p – 7:30p	Feb 15 – Mar 15
Wed 7:30p – 8:00p	Feb 15 – Mar 15
Wed 8:00p – 8:30p	Feb 15 – Mar 15
Wed 8:30p – 9:00p	Feb 15 – Mar 15
Wed 6:00p – 6:30p	Mar 22 – Apr 26*
Wed 6:30p – 7:00p	Mar 22 – Apr 26*
Wed 7:00p – 7:30p	Mar 22 – Apr 26*
Wed 7:30p – 8:00p	Mar 22 – Apr 26*
Wed 8:00p – 8:30p	Mar 22 – Apr 26*
Wed 8:30p – 9:00p	Mar 22 – Apr 26*
Wed 6:00p – 6:30p	May 3 – May 31
Wed 6:30p – 7:00p	May 3 – May 31
Wed 7:00p – 7:30p	May 3 – May 31
Wed 7:30p – 8:00p	May 3 – May 31
Wed 8:00p – 8:30p	May 3 – May 31
Wed 8:30p – 9:00p	May 3 – May 31

\*No class on Apr 12.

**SATURDAY**

Sat 12:30p – 1:00p	Feb 18 – Mar 18
Sat 1:00p – 1:30p	Feb 18 – Mar 18
Sat 1:30p – 2:00p	Feb 18 – Mar 18
Sat 2:00p – 2:30p	Feb 18 – Mar 18
Sat 2:30p – 3:00p	Feb 18 – Mar 18
Sat 3:00p – 3:30p	Feb 18 – Mar 18
Sat 3:30p – 4:00p	Feb 18 – Mar 18
Sat 4:00p – 4:30p	Feb 18 – Mar 18
Sat 4:30p – 5:00p	Feb 18 – Mar 18
Sat 12:30p – 1:00p	Mar 25 – Apr 29*
Sat 1:00p – 1:30p	Mar 25 – Apr 29*
Sat 1:30p – 2:00p	Mar 25 – Apr 29*
Sat 2:00p – 2:30p	Mar 25 – Apr 29*
Sat 2:30p – 3:00p	Mar 25 – Apr 29*
Sat 3:00p – 3:30p	Mar 25 – Apr 29*
Sat 3:30p – 4:00p	Mar 25 – Apr 29*
Sat 4:00p – 4:30p	Mar 25 – Apr 29*
Sat 4:30p – 5:00p	Mar 25 – Apr 29*
Sat 12:30p – 1:00p	May 6 – Jun 3
Sat 1:00p – 1:30p	May 6 – Jun 3
Sat 1:30p – 2:00p	May 6 – Jun 3
Sat 2:00p – 2:30p	May 6 – Jun 3
Sat 2:30p – 3:00p	May 6 – Jun 3
Sat 3:00p – 3:30p	May 6 – Jun 3
Sat 3:30p – 4:00p	May 6 – Jun 3
Sat 4:00p – 4:30p	May 6 – Jun 3
Sat 4:30p – 5:00p	May 6 – Jun 3

\*No class on Apr 15.

**Guitar II**

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. Students must purchase required textbook prior to first day of class: 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 200  
 Wed 6:30p – 8:00p      Feb 22 – Mar 29

**Beginning Guitar**

Have a guitar sitting somewhere, just waiting to be played? Ever wanted to strum the strings and make music, but think it's too hard for you? With a little practice, *anyone* can learn to play the guitar, so sign up for this class designed to transform your view of the guitar into the joyous, creative, and accessible musical instrument that it is. Learn how to read music, play the open

chords that are widely used in 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). *This book can also be used for those who will be attending the Guitar II class.*

\$99 | Peter Risi  
 SMC Performing Arts Center, Room 104  
 Sat 3:30p – 5:00p      Feb 25 – Apr 1  
 Sat 3:30p – 5:00p      Apr 22 – May 27

**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 240  
 Thu 6:00p – 7:30p      Mar 2

**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.

\$39 | Dave Broida  
 SMC Bundy Campus, Room 240  
 Thu 7:45p – 9:30p      Mar 2

**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 so-called "fundamentals of contemporary 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 Alexander Technique, Yoga, and Chi Gong, to The Bel Canto School of Singing, Fitzmaurice Voicework, and more to free the voice.

Beginners welcome! Materials fee \$17 at class.

\$99 | Heather Lyle

SMC Performing Arts Center, Room 103

Thu 6:45p – 8:45p Mar 23 – Apr 27\*

\*No class on Apr 13.

### 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 electric tuner.

\$79 | Marlene Hutchinson

SMC Performing Arts Center, Room 103

Sat 10:00a – 3:00p Apr 22

## 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!

#### 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 Mar 1 – Apr 5

Wed 6:30p – 9:30p Apr 19 – May 24

#### Intermediate Photography: Going to the Next Level

Take your basic digital photo skills to the next level! Sign up for this class that takes you outside the classroom for a series of hands-on demonstrations that emphasize camera techniques, working with natural light and other lighting conditions, and artistic considerations, with a focus on creativity, storytelling, portraits, and personal projects.

\$99 | Ed Mangus

SMC Main Campus, Drescher Hall 115

Sat 9:30a – 12:30p Mar 4 – Apr 1

#### Creating a Photo Essay

**NEW!** A photo essay—a group of pictures tied together by a theme—can take your photography to a greater level of communication. Learn how to balance and visually link images to create a cohesive body of work with a visual narrative. Find out how to define your project with an artist's statement, how to create meaningful images that work together, how to choose images for presentation, and more! All levels of photography skills welcome, and any camera may be used.

\$99 | Nancy Kaye

SMC Bundy Campus, Room 212

Thu 6:30p – 9:00p Apr 20 – May 18

#### 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.

\$139 | Ed Mangus

SMC Main Campus, Drescher Hall 127

Sun 1:00p – 6:00p Apr 23 – May 21

## Stage & Screen

#### 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 Feb 22 – Mar 29

**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 (Depending upon dates and availability, graduation show may be hosted by the Hollywood Improv.) 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 23 – Apr 6\*  
*\*No class on Mar 16.*

**Introduction to Directing**

**NEW!** Ever wanted to direct? Through a revolutionary approach called the Director's Sixth Sense—mixing hands-on exercises with lectures—learn how to break down a script, work with actors and crew members, charge the screen with emotions, and much more!

\$169 | Simone Bartesaghi  
SMC Bundy Campus, Room 216  
Tue 6:30p – 9:30p Feb 28 – Apr 4

**Commercials, Improv, Acting and Filming**

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

\$79 | Priscilla Barnstable  
SMC Bundy Campus, Room 440  
Sat 3:00p – 5:00p Mar 11 – Apr 1

**Vocal Yoga**

Explore the leading technique in voice work for actors today! Fitzmaurice Voicework uses modified yoga postures to unblock the breath and open the voice. Learn a series

of exercises that promote vocal freedom, resonance, and power, and that can help you uncover deep layers of tension that might be hindering your voice and creative expression. These techniques can be used as a highly effective vocal/physical warm-up to incorporate into any training routine you use. Bring to class a yoga mat and small pillow.

\$39 | Heather Lyle  
SMC Performing Arts Center, Room 102  
Sat 12:30p – 3:30p Mar 18  
Sat 12:30p – 3:30p May 20

**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  
Tue 6:30p – 9:30p Apr 18 – May 23

**An Introduction to Voiceovers**

Prerequisite: Must be age 18 or over. Sign up for a fun, empowering introductory course that covers the different types of voiceovers and the tools you need to find success. You will be coached and later receive a professional voiceover evaluation. By the end of the course, you will have the knowledge necessary to help you decide if the voiceover is something you would like to pursue.

\$49 | Voices for All  
SMC Bundy Campus, Room 216  
Wed 7:00p – 9:00p May 10



Improv

# 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. Please note: **NO REFUNDS, CREDITS, OR TRANSFERS WILL BE GIVEN SEVEN DAYS PRIOR TO THE TOUR.**

\$45 | Gayle Gale

Meet inside Main Entrance to Union Station, 800 N. Alameda St., Los Angeles

Sun 10:30a – 3:30p      Feb 26

### 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. **NO REFUNDS, CREDITS, OR TRANSFERS WILL BE GIVEN SEVEN DAYS PRIOR TO THE TOUR.**

\$45 | Gayle Gale

Meet at MOCA, 250 South Grand Avenue

Sun 10:30a – 3:30p      Mar 26

### Underground Art Museum & Special Event

May Sun, Frank Romero, Margaret Garcia, Jonathan Borofsky, Sheila Klein, Terry Schoonhoven: These are just some of the many artists whose work is featured in the

Underground Art Museum, which stretches from North Hollywood all the way to Downtown LA. Join an exciting, unusual daylong tour along the Metro Red Line, and explore the spectacular art, distinctive architecture, special sights/sites, and other hidden treasures of LA with an informative guide. Enjoy a point-to-point excursion through this extensive museum, along with walking tours of several surrounding neighborhoods. Also, travel back in time to 1847 at the historic site of Campo de Cahuenga for the Annual Reenactment of the Signing of the Articles of Capitulation of the Treaty of Campo de Cahuenga. The site is only opened once each year for this special event, and there will be dancing, shooting of the canon, homemade Mexican food, and more! Wear comfortable walking shoes and casual clothes, and if you like, bring along a small, lightweight seat cushion to add to your comfort. Metro fare and lunch costs are NOT included in tour fee. **NO REFUNDS, CREDITS, OR TRANSFERS WILL BE GIVEN SEVEN DAYS PRIOR TO THE TOUR.**

\$45 | Gayle Gale

Meet at the entrance of Hollywood and Vine Metro

Sun 10:30a – 3:30p      May 21

## GOOD TIMES TRAVEL TOURS

### Joshua Tree National Park with Geographer-Guide & Included Picnic Lunch

**NEW!** Join a geographer-guide for a journey to uncover the secrets of Joshua Tree National Park, a fascinating region nestled in the Mojave Desert near Palm Springs, with bizarre rock formations, ancient twisting Joshua trees, and granite monoliths. On an easy nature walk, your guide will point out the rugged canyons that testify to the forces that shaped this land and explain how this modern landscape was born more than 100 million years ago. You will also learn about the varied plant and animal life that thrives in this desert environment. At Key's View Lookout, marvel at the beautiful views of the Coachella Valley, extending to the Salton Sea and beyond to Mexico, then make a stop at the visitor center for an interpretive look at the area's rich biodiversity and cultural history. Also, enjoy an included boxed lunch picnic, and a stop at Hadley's, famous for breads, nuts, and date shakes. Wear comfortable walking shoes and 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.**

\$79 | Good Times Travel  
 Meet at SMC Bundy Campus  
 East Parking Lot  
 Sat 8:00a – 7:00p      Feb 25

**Pie, Pottery & Pomona  
 with Included Buffet Lunch**

**NEW!** Travel back in time with a driving tour led by a Pomona Historical Society step-on guide. One of the oldest cities in Southern California, Pomona is celebrating 100 years of heritage preservation. Start with a docent-guided tour of a prominent adobe to see how it appeared 150 years ago, then go on a guided tour of the Phillips Mansion, owned in the 1890s by the “wealthiest man in L.A. County.” Follow up with a docent-guided tour of the American Museum of Ceramic Art and its renowned Mettlach Collection, the largest collection of pottery of its kind in the world! Also, enjoy an included buffet lunch at Cal Poly Pomona’s Kellogg West restaurant, stop by the on-campus Farm Store to purchase fresh produce and local products, and top off the day with a sweet treat from a local pie shop. Wear comfortable walking shoes and 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.**

\$89 | Good Times Travel  
 Meet at SMC Bundy Campus  
 East Parking Lot  
 Fri 8:30a – 6:30p      Mar 24

**Chocolate Sinsation with  
 Step-On Guide Curt  
 & Included Lunch & Chocolate Treats**

**NEW!** Warning: This tour is designed specifically for “Chocoholics” and those with an unquenchable sweet tooth! Step-on guide Curt—beloved by our travelers for his charismatic personality and fun stories—leads you on a chocolate-themed tour that’s provocative, complex, and tasty! Start at Olvera Street with a perfectly brewed Mexican hot chocolate and a chocolate-filled churro, then visit a chocolatier who offers the most original flavors you have ever imagined. Enjoy a chocolate Baklava at an Armenian bakery in Glendale. Visit a master gelato-maker for a one-of-a-kind chocolate gelato flavor specially prepared for our group. Also visit the Monastery of the Angels, where the cloistered nuns make incredible hand-dipped chocolates. At the historic Tam O’Shanter Inn, enjoy a delicious included lunch that includes a decadent chocolate soufflé dessert. Wear comfortable walking shoes

and 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 9:15a – 5:15p      Apr 28

**San Diego Festival of the Arts  
 & Food Faire**

**NEW!** One of the most prestigious and popular festivals in Southern California, La Jolla Festival of the Arts has a new name and a new home. Now the San Diego Festival of the Arts and headquartered at Waterfront Park, the festival is celebrating its 31st anniversary as a high-quality showcase of art and cuisine. Take a leisurely stroll through the festival grounds in a joyous celebration of art, music, and food being offered by nearly 200 established and emerging artists and chefs. Admire stunning paintings, sculptures, photography, glass, jewelry, ceramics, wood, fiber, and mixed media from world-renowned artists. Enjoy live music and entertainment, a craft beer garden, and bites from San Diego’s top restaurants. In the afternoon, cross the Coronado Bay Bridge, take in the spectacular views from Coronado, then board the Coronado Ferry for a one-way cruise across the bay. Wear comfortable walking shoes and 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.**

\$79 | Good Times Travel  
 Meet at SMC Bundy Campus  
 East Parking Lot  
 Sat 8:00a – 7:00p      Jun 10

**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.

\$109 | Monona Wali  
SMC Bundy Campus, Room 440

Tue 1:00p – 4:00p Feb 21 – Mar 28

Tue 1:00p – 4:00p Apr 18 – May 23

### 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 Feb 22 – Mar 29

### 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.

\$109 | Monona Wali  
SMC Bundy Campus, Room 440

Thu 6:30p – 9:30p Feb 23 – Apr 6\*

\*No class on Mar 16.

### Poetry Writing & Reading Workshop

Improve your writing by reading exciting poems! 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, Yusef Komunyakaa, Wallace Stevens, Stevie Smith, John Ashbery, and Lynne Thompson. 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 235

Sat 11:00a – 1:00p Feb 25 – Apr 1

### Advanced Screenwriting: 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

Tue 6:30p – 9:30p Apr 18 – May 23

### 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 20 – Jun 1

## HEALTH & FITNESS

### Dance

#### Hip-Hop Dance

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

Tue 7:30p – 8:30p Feb 21 – Mar 28

### Adult Ballet I

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

\$129 | Cynthia Molnar  
SMC Emeritus College, Room 304

Mon 7:00p – 8:15p      Feb 27 – Apr 3  
Mon 7:00p – 8:15p      Apr 17 – May 22

### 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"!

\$99 | Jackline Daneshrad  
SMC Emeritus College, Room 304

Tue 6:00p – 7:00p      Feb 28 – Apr 4

### Beginning Modern Dance

**NEW!** Come and dance! Learn about body awareness, movement in space, and modern dance terminology through center work, across-the-floor combinations, short studies, and more! We'll focus on technique, placement, and creative experiences—along with correct body alignment—and include stretching exercises that enhance strength, limberness, and flexibility.

\$89 | Roberta Wolin-Tupas  
SMC Emeritus College, Room 304

Tue 6:30p – 7:30p      Apr 18 – May 23

## 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.

\$99 | Desmond Ondatje  
SMC Emeritus College, Room 307

Wed 6:30p – 8:00p      Feb 22 – Mar 29  
Wed 6:30p – 8:00p      Apr 19 – May 24

### Total Body Workout

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 \$20 at class.

\$99 | Jackline Daneshrad  
SMC Emeritus College, Room 304

Wed 6:00p – 7:00p      Mar 1 – Apr 5  
Wed 6:00p – 7:00p      Apr 19 – May 24

### Body Moves for Brain Power – Smart Exercises

If you think playing computer games and doing crossword puzzles is enough to keep your brain working at its peak as you age—think again! Come participate in the research-based activities (mostly in the chair) that incorporate rhythmic patterns and sequences designed to stimulate brain-cell function, boost focus, enhance blood flow to the brain, and improve mental responses. We've added new protective abdominal/core exercises (and handouts) to the program! Research is showing that you can significantly reduce the risk of developing symptoms of Alzheimer's disease by addressing the reversible risk factors. That all sounds brilliant, but the truth is this class is more fun than you can possibly stand! Space is very limited, so sign up right away, and get ready to feel better and think better! Materials fee \$15 at class.

\$69 | Debbi Harper  
SMC Bundy Campus, Room 436

Sat 9:00a – 10:00a      Mar 18 – Apr 8

#### BODY MOVES FOR BRAIN POWER – Debbi Harper



*Lots of information, exercises, explanations and facts but Debbi made it fun and entertaining. Would take it again.*

—L. Saiz





## CO-REC Sunday Play at SMC Pavilion

### 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)

Go to [www.smctabletennis.com](http://www.smctabletennis.com) for details or email us at [smctabletennis@gmail.com](mailto:smctabletennis@gmail.com)

## 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 328

Thu 6:00p – 9:30p      Apr 20

## Self Development

### Reiki – Level II

Prerequisite: Reiki Level I (or Level II if wanting to refresh past learning). Continue your exploration of Reiki, a Japanese relaxation technique that helps eliminate stress from the body and increase the body's natural ability to heal. Learn advanced methods in a class that emphasizes integrating the Reiki precepts into your personal life, and working toward processing and releasing addictive/unhealthy emotional and mental habits. You'll also learn additional self-care techniques, how to administer individual sessions, and how to start a private Reiki practice. Certificate of completion for Reiki Level II is awarded upon successful completion of the course. Materials fee \$20 at class.

\$149 | Laura Luna  
SMC Bundy Campus, Room 123

Sat 9:30a – 5:30p      Mar 11

### Reiki – Level I

Reiki is an energy-based healing modality that helps eliminate stress from the body and promote balance and harmony in body/mind/spirit. In an intensive one-day training session, learn the first degree of Reiki healing for self-care and to help others. Find out how to help unblock stagnant energies and change negative thought patterns and bad habits that interfere with the healing process. Gain an overview of how to transmit Reiki energy into the body, and an understanding of the endocrine and glandular systems for overall body relaxation. Certificate of completion for Reiki Level I is awarded upon successful completion of the course. Required textbook (please purchase before class): "The Japanese Art of Reiki," by Bronwen Stiene and Frans Stiene (ISBN-13: 978-1905047024).

\$119 | Laura Luna  
SMC Bundy Campus, Room 123

Sat 9:30a – 5:30p      May 13

## 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 – 10:30a	Feb 21 – Mar 28
Sat 1:00p – 2:00p	Feb 25 – Apr 1
Sun 1:00p – 2:00p	Feb 26 – Apr 2
Tue 9:30a – 10:30a	Apr 18 – May 23
Sat 1:00p – 2:00p	Apr 22 – May 27
Sun 1:00p – 2:00p	Apr 23 – Jun 4*

\*No class on May 28.

**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

Wed 7:15p – 8:15p      Mar 8 – May 31\*  
\*No class on Apr 12.

# TEST PREPARATION

## TOEFL Preparation

The TOEFL Strategy Toolbox for Success courses aim to hone your skills in English and significantly improve your score in each of the 'independent' and 'integrated' sections of the TOEFL exam.

**TOEFL Strategy Toolbox for Success – Writing**

**NEW!** Learn step-by-step strategies to develop well-organized and well-written essays under time pressure! Strengthen your ability to incorporate effective sentence variety, include more descriptive and appropriate word choices, and make fewer grammatical mistakes. You will definitely feel more confident after a quick review of English grammar to strengthen your proofreading ability.

\$49 | Lisa Saperston  
SMC Bundy Campus, Room 335

Mon 6:30p – 9:30p      Feb 27

**TOEFL Strategy Toolbox for Success – Speaking**

**NEW!** Gain the confidence you need to speak your mind under time pressure in 45-second and 60-second intervals. Also, practice a variety of speaking scenarios and

drills designed to raise your confidence and reduce testing anxiety. Your best speaking performance is yet to come!

\$49 | Lisa Saperston  
SMC Bundy Campus, Room 335

Mon 6:30p – 9:30p      Mar 13

**TOEFL Strategy Toolbox for Success – Listening**

**NEW!** Learn effective note-taking strategies—including what to include and exclude from your notes—that will give you confidence when choosing answers to lecture and reading comprehension test questions. Also, practice troubleshooting new vocabulary and concepts, so you don't miss out on the easy points in these TOEFL test sections.

\$49 | Lisa Saperston  
SMC Bundy Campus, Room 335

Mon 6:30p – 7:30p      Mar 27

**Preparing for the TOEFL**

Recommended: Strategy Toolbox for Success Workshops. 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 335

Mon 6:30p – 9:30p      Apr 17 – May 22

## 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](http://commed.smc.edu) and click on "Au Pairs" for details and instructions.**

# 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

### Make Extra Income:

#### Auto Wholesale Business from Home

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

\$99 | Wayne Williams  
SMC Bundy Campus, Room 236

Mon-Tue 6:00p – 9:00p Mar 13 – Mar 14

#### Bookkeeping Essentials

**NEW!** Are you an entrepreneur, manager, or investor? Sign up for this intensive two-week workshop and gain a comprehensive overview of the essentials of bookkeeping. Through lectures and hands-on exercises, learn all the details you need to know about balance sheet preparation, general ledger posting, and income statement preparation. Bring your own pencil, eraser, highlighter, and calculator to class. Materials fee \$10 at class.

\$99 | Jennifer McIntosh  
SMC Bundy Campus, Room 217

Sat 9:00a – 2:00p Mar 18 – Mar 25

#### 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). Please note: This class does not cover management of commercial properties. Materials fee \$15 at class.

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

Sat 10:00a – 3:00p Mar 18 – Mar 25

#### 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 240

Wed 6:30p – 9:30p May 3

## Career Enhancement

### 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.

\$99 | Inner Fitness  
SMC Bundy Campus, Room 240

Thu 6:00p – 8:00p Mar 23 – Mar 30

### 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 240  
Tue 6:00p – 8:00p      Apr 18 – Apr 25

**Assertive Communication Skills for Women**

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 240  
Thu 6:00p – 8:00p      May 11 – May 18

**Certificate Program**

**Certificate in Alternative Dispute Resolution (ADR): Mediation, Arbitration, and Negotiation**

Learn the skill and art of conflict resolution. If you are a parent, teacher, paralegal, or just enjoy helping friends and family resolve their issues, this class is for you! In a seminar that brings real-life scenarios into the classroom through interaction and role playing, find out about the history of communication and art of language, how to diffuse arguments while being assertive, the importance of active listening, the ethics and strategies of proper conflict management, and more! Gain experience in workplace conflict scenarios, increase your confidence in handling issues with the goal of compromise, and learn to use everyday skills to enhance your own professional development. A certificate of completion is awarded upon satisfactory completion of the course.

**Week 1: Introduction — History and Ethics**  
Learn the basics of law and alternative dispute resolution (ADR), and the different career options available in the field of ADR. Gain an overview of the art and the discipline of ADR, find out about the history and philosophy of ethics and conflict management, and learn conflict management

techniques that can be used in and out of the classroom. Also, develop your skills in active listening and observation and behavior.

**Week 2: Negotiation** Find out about gender and culture and their role in communication conflict. Acquire and practice basic strategies of negotiation to develop your confidence in handling issues with the goal of compromise. Role play the various parts of negotiation: Be the negotiator!

**Week 3: Mediation** Acquire basic strategies of mediation, discover the power of conflict resolution, and learn how to be impartial and unbiased. Through specifically crafted scenarios, role play the various parts of mediation: Be the mediator! Week

**4: Arbitration** Explore and acquire basic strategies of arbitration. Learn the ADR rules on ethics, and continue to role play the various parts of arbitration: Be the arbitrator!

\$299 | Robert Klepa  
SMC Bundy Campus, Room 239  
Thu 6:30p – 9:30p      Mar 2 – Mar 30\*  
*\*No class on Mar 16.*

**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: \$599/three classes; \$429/two classes; \$249/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

ADOBE PHOTOSHOP (LEVEL 1) – Gregory Van Zuyen

“  
Learned many new skills and learned to experiment more.

—M. Jerrett



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.

\$249 | Gregory Van Zuyen  
SMC Bundy Campus, Room 127

Tue 6:30p – 9:30p Feb 21 – Mar 28

Tue 6:30p – 9:30p Apr 25 – May 30

### 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.

\$249 | Gregory Van Zuyen  
SMC Bundy Campus, Room 127

Wed 6:30p – 9:30p Feb 22 – Mar 29

Wed 6:30p – 9:30p Apr 26 – May 31

### 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.

\$249 | Gregory Van Zuyen  
SMC Bundy Campus, Room 127

Thu 6:30p – 9:30p Feb 23 – Apr 6\*

\*No class on Mar 16.

Thu 6:30p – 9:30p Apr 27 – Jun 1

### Introduction to 3D Printing

**NEW!** Learn all about 3D printing in a hands-on course that shows you how to create and print 3D files for both career and home-use applications. Find out about the machines, methods, and materials used in the 3D printing industry, learn to use software for rendering 3D shapes, and fashion your own creations using techniques that will unlock your creative and inventive potential in the exciting new field of additive manufacturing and rapid prototyping.

\$549 | Gregory Van Zuyen  
SMC Bundy Campus, Room 127

Mon 6:30p – 9:30p Feb 27 – Apr 3

Thu 2:00p – 5:00p Apr 27 – Jun 1

## 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 Mar 11

### MSWord and MExcel for the Job Market

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

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

Sat 2:00p – 6:00p Mar 11



## SANTA MONICA COLLEGE COMMUNITY EDUCATION

# OPEN HOUSE

Saturday, Jan. 21, 10a–2p, Bundy 123

- ▶ Come meet our staff and instructors
- ▶ Enjoy mini presentations and demonstrations
- ▶ Receive a special 15% discount\* when registering for classes during your visit
- ▶ Receive a free SMC Community Education tote (while supplies last)

*\*Cannot be combined with other discounts or promotions!*

[commed.smc.edu](http://commed.smc.edu) | 310.434.3400

### Fundamentals of Microsoft Excel 2013 for the PC – Creating Spreadsheets

Prerequisite: Familiarity with Windows and the mouse. In a one-day professional course on Microsoft Excel 2013, 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.

\$129 | Elcira Sanchez  
SMC Bundy Campus, Room 127  
Sat 9:00a – 4:00p      Apr 1

### Intermediate Excel

In class that is a continuation of “Fundamentals of Microsoft Excel for the PC,” learn how to apply quick formatting options to make worksheets looks professional. Find out how to create and apply cell names and cell ranges, as well as how to create links between worksheets, create templates, and create basic PivotTables, PivotCharts, and Sparkline. Also, learn how to work with a database to create outlines, subtotals, and basic conditional formatting. Materials fee \$20 at class.

\$119 | Odemaris Valdivia  
SMC Bundy Campus, Room 127  
Fri 9:00a – 2:00p      May 12

## SOCIAL MEDIA

### Facebook, Twitter, and Social Networking for Beginners

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

\$49 | Bob Cohen  
SMC Bundy Campus, Room 240  
Wed 6:30p – 9:30p      Mar 1

### Facebook & Social Media Marketing

Market your business using Facebook and other social media sites. Find out about proven social-media marketing techniques and tools you can use to get leads, find prospective clients, and attract people to your Facebook page and other websites. Learn how to build a Facebook page for your business, how to create content and use

promotions such as coupons and contests to attract fans and followers, how to connect your website to Facebook, and much more! Materials fee \$30 at class.

\$49 | Bob Cohen  
SMC Bundy Campus, Room 240  
Wed 6:30p – 9:30p      Mar 29

## Entrepreneurial Training

### BUSINESS PLANNING

#### Creating A Successful Business

Every 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.**

*This class is offered in partnership with Westside Extension.*

\$59 | Gerald Anderson  
West Los Angeles College  
9000 Overland Ave., Culver City  
Sat 9:00a – 12:00p      Mar 11 – Mar 18

#### 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.**

*This class is offered in partnership with Westside Extension.*

\$59 | Gerald Anderson  
West Los Angeles College  
9000 Overland Ave., Culver City  
Sat 9:00a – 12:00p      Apr 8 – Apr 15

#### Be Your Own CFO

This hands-on training is a must for any business owner. Gain financial empowerment and awareness—if not prowess—in

understanding 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.**

*This class is offered in partnership with Westside Extension.*

\$59 | Gerald Anderson  
West Los Angeles College  
9000 Overland Ave., Culver City  
Sat 9:00a – 12:00p      May 6 – May 13

### QUICKBOOKS

Students who sign up for the series listing for both QuickBooks I & II will receive a certificate of completion after completing both classes.

**Series Pricing: \$219\*/two classes; \$99/class**  
*\*Includes certificate fee.*

#### QuickBooks: The Basics, Part I

Small business owner who wants to improve productivity? Check out QuickBooks! In a hands-on class where you will have a computer to work with, find out how to use QuickBooks to manage your accounting and financial tasks easily. Learn basic functions—including how to navigate easily and add, edit, and delete customers, vendors accounts, and items—as well as how to issue invoices, prepare cash receipts and purchase orders, and write checks.

\$99 | Jennifer McIntosh  
SMC Bundy Campus, Room 127  
Sat 9:00a – 4:00p      Apr 22

#### QuickBooks: The Next Step, Part II

If you have already taken the beginning QuickBooks class—or know how to use basic functions such as write checks and add, edit, and delete customers, vendors, employees, accounts, and items—prepare to go to The Next Step! Learn how to prepare estimates, use credit cards for purchases, reconcile credit card accounts, set up bank accounts, and apply credits to invoices.

\$99 | Jennifer McIntosh  
SMC Bundy Campus, Room 127  
Sat 9:00a – 4:00p      Apr 29

### QuickBooks: Reports & Bank Reconciliation

**NEW!** Prerequisite: QuickBooks Part I & II, or equivalent. Expand your QuickBooks skills as you learn how to generate reports in QuickBooks, as well as reconcile your accounts with bank statements. Also, find out how to customize forms, export data to Excel, and prepare reports for presentations.

\$50 | Jennifer McIntosh  
SMC Bundy Campus, Room 127  
Sat 9:00a – 12:00p      May 6

## Counseling, Social Work, & Behavioral Therapy

### Reiki – Level II

Prerequisite: Reiki Level I (or Level II if wanting to refresh past learning). Continue your exploration of Reiki, a Japanese relaxation technique that helps eliminate stress from the body and increase the body's natural ability to heal. Learn advanced methods in a class that emphasizes integrating the Reiki precepts into your personal life, and working toward processing and releasing addictive/unhealthy emotional and mental habits. You'll also learn additional self-care techniques, how to administer individual sessions, and how to start a private Reiki practice. Certificate of completion for Reiki Level II is awarded upon successful completion of the course. Materials fee \$20 at class.

\$149 | Laura Luna  
SMC Bundy Campus, Room 123  
Sat 9:30a – 5:30p      Mar 11

### Reiki – Level I

Reiki is an energy-based healing modality that helps eliminate stress from the body and promote balance and harmony in body/mind/spirit. In an intensive one-day training session, learn the first degree of Reiki healing for self-care and to help others. Find out how to help unblock stagnant energies and change negative thought patterns and bad habits that interfere with the healing process. Gain an overview of how to transmit Reiki energy into the body, and an understanding of the endocrine and glandular systems for overall body relaxation. Certificate of completion for Reiki Level I is awarded upon successful completion of the course. Required textbook (please purchase before class): "The Japanese Art of Reiki", by Bronwen Stiene and Frans Stiene (ISBN-13: 978-1905047024).

\$119 | Laura Luna  
SMC Bundy Campus, Room 123  
Sat 9:30a – 5:30p      May 13

## Money Management

### Passport to Retirement

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

\$79 | Paul Heising  
SMC Bundy Campus, Room 228  
Tue 6:30p – 9:00p      Mar 7 – Mar 28  
Sat 9:30a – 12:00p      Mar 11 – Apr 1

### 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.**

*This class is offered in partnership with Westside Extension.*

\$25 | Samuel Rad  
West Los Angeles College  
9000 Overland Ave., Culver City  
Sat 10:00a – 1:00p      Mar 18

### Investment Bootcamp

Retirement Plans – Mutual Fund – Annuities: Whether you're a beginning or an experienced investor, here's a practical way to evaluate and judge investment choices. Find out about the mechanics and potential return

on mutual funds, annuities, stocks, bonds, and real estates. Discover tax strategies that allow you to keep more of what you earn. Learn the secrets of the money-management principles used by successful investors such as Warren Buffet, Benjamin Graham, and Peter Drucker. If you have any sort of retirement account—a 401(k), 403(b), or IRA, for example—this class is a must!

\$49 | Caroline Rakness

SMC Bundy Campus, Room 228

Wed 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 | Caroline Rakness

SMC Bundy Campus, Room 228

Wed 6:30p – 8:30p May 3

## **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. This six-hour state-approved seminar give

you the knowledge to pass the exam and practice as an effective Notary. Participants receive two practice tests and take the office Notary Exam directly following 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 212

Sat 8:00a – 6:00p Apr 8

### **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. PLEASE NOTE: You will be required to pass the State exam and to submit 'Live Scan' fingerprints (details will be provided at the seminar). If you wish, you can register and take the State exam immediately after completing the seminar. To take the exam, you must be at least 18 years old, have NO felonies on your record, and present: (1) a check made payable to the Secretary of State in the amount of \$40; (2) a current driver's license with photo, state-issued ID card, or other appropriate photo ID; (3) 2x2 passport color photo; and (4) two sharpened #2 pencils. Exam registration takes place from 4:15pm to 5pm. The exam will be from 5pm to 6pm. Exam seating limited—seats will be assigned to those registered first. Materials fee \$30 at class.

\$50 | Carrie Christensen

SMC Bundy Campus, Room 212

Sat 12:30p – 6:00p Apr 8

### **Become a Loan Signing Agent: Build Your Own Notary Signing Business**

**NEW!** Prerequisite: Must have completed a Notary class before enrolling in this workshop (OK to enroll while waiting for your commission). A Loan Signing Agent notarizes loan packages for clients who are purchasing or refinancing real estate. In a seminar that provides hands-on, practical experience that is invaluable to new agents, find out what you need to know about document preparation

and effective communication before, during, and after a loan signing. Learn how to usher clients through the process with awareness of which issues you are allowed to address as a notary, and which ones you must refer to the lender. You will not only learn how to recognize each document in a loan package, but also find out how to handle tricky situations when they arise, how to interact with clients and signers, and how to find business! Materials fee \$60 at class.

\$99 | Carrie Christensen  
SMC Bundy Campus, Room 212  
Sat 9:00a – 4:00p      Apr 29

## 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 non-refundable 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 13 – Jun 12\*  
*\*No class on Feb 20, Apr 10, May 29.*

### 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 non-refundable 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 15 – May 31\*  
*\*No class on Apr 12.*

### 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 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 | Ronald Vitale  
SMC Bundy Campus, Room 428  
Thu 6:30p – 9:30p      Feb 16 – Jun 8\*  
*\*No class on Mar 16, Apr 13.*

TEACH A CLASS FOR  
SMC COMMUNITY  
EDUCATION

More info at [commed.smc.edu](http://commed.smc.edu)

## 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

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](http://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

## COMMUNITY EDUCATION

### Gift Certificates

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

CALL (310) 434-3400  
FOR MORE  
INFORMATION.

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](http://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

# Taking Courses on Your Terms



**ONLINE**  **ed2go**

Taking courses on your terms

- ✓ Convenient
- ✓ Affordable
- ✓ Effective

**ed2go** classes use an attractive, image-laden Web interface, and can be completed entirely from your home or office at any hour. Online Classes run for 6 weeks (with a 2-week grace period). Our Online Career Training is designed to prepare you for developing expertise in your desired career field and/or for career certification exams. Online Career Training usually run from 3 to 6 months. A certificate of completion is awarded upon successful completion of an Online Career Training class.

## Online Classes

Online Classes are designed around a project-oriented curriculum, including lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more.

- Expert Instructors
- 24-Hour Access
- Online Discussion Areas
- 6 Weeks of Instruction
- Select from hundreds of courses
- New sessions begin each month

Browse [www.ed2go.com/smce](http://www.ed2go.com/smce) to find Online Classes that meet your personal needs.

## Online Career Training

Our Online Career Training is designed by a team of professionals from each respective field. Instructors/mentors are actively involved in your online learning experience, responding to any questions or concerns, as well as encouraging and motivating you to succeed.

- Facilitators are available to answer questions and help you through your studies
- Most classes take 3–6 months to complete
- No additional charges – all class materials are included in the class fee
- Financial assistance available

Visit [careertraining.ed2go.com/smce](http://careertraining.ed2go.com/smce) to learn more about our Online Career Training and certification.

***Broaden Your Horizons – Make It Happen Today!***

# Online Education with ed2go

## Online Classes

**Courses start: January 18, February 15, March 15, April 12, May 17**

### How to begin your class:

1. Go to [ed2go.com/smce](http://ed2go.com/smce)
2. Browse for a class you would like to take, then click the **Add to Cart** button
3. When you are ready, click on the **Continue to Checkout** button. You will be prompted to login or create a new student account

## Online Career Training

### COURSES START ANYTIME

**Begin at Your Convenience!**

### How to get started:

1. Browse the classes at: [careertraining.ed2go.com/smce](http://careertraining.ed2go.com/smce)
2. Select a **Course** and then click on the **Enroll** button to fill-out the enrollment form, or contact us at (877) 221-5151

### SELECTION OF POPULAR ONLINE CLASSES

Beginning Writer's Workshop	\$100
Effective Business Writing	\$100
The Keys to Effective Editing	\$100
A-to-Z Grant Writing	\$100
Grammar Refresher	\$100
Marketing Your Nonprofit	\$100
Learn to Buy and Sell on eBay	\$100
Secrets of the Caterer	\$100
Accounting Fundamentals	\$100
Real Estate Investing	\$100
Secrets of Better Photography	\$100
Music Made Easy	\$100
Intro to Java Programming	\$100
Prepare for the GED	\$100
Become a Veterinary Assistant	\$100
Using Social Media in Business	\$100
Microsoft Access 2016 Series*	\$174
Microsoft Excel 2016 Series*	\$324
Web Design Value Suite*	\$261
Speed Spanish Series*	\$261
SQL Series*	\$174
Accounting Fundamental*	\$174
Creating Wordpress Websites*	\$174
Writing and Editing Value Suite*	\$261

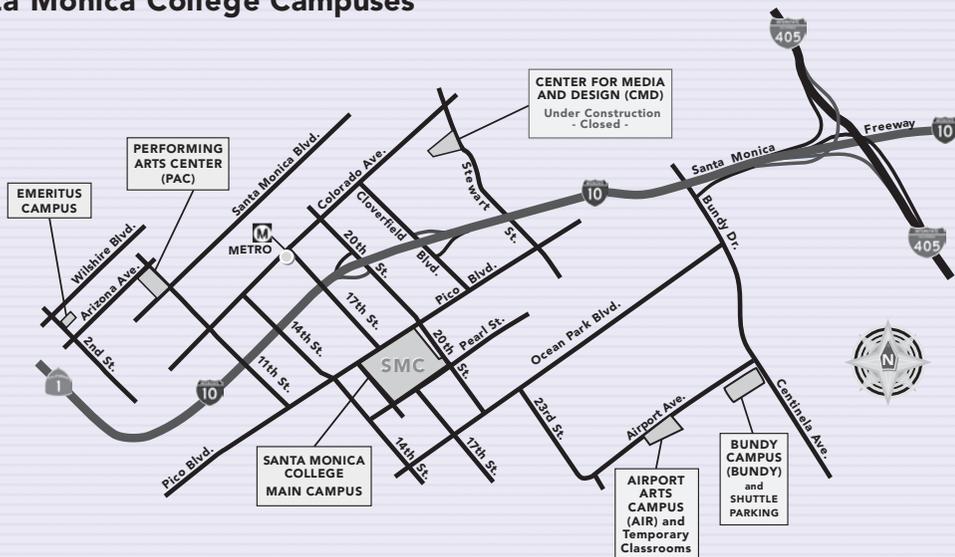
\* Series & Suites are bundled classes offered at a discount

### SELECTION OF POPULAR ONLINE CAREER TRAINING

Certified Bookkeeper	\$1,995
Certified Wedding Planner	\$1,595
Chartered Tax Professional	\$1,895
Event Management and Design	\$1,995
Forensic Computer Examiner	\$3,095
Freight Broker/Agent Training	\$1,895
Grant Writing	\$2,295
Human Resources Professional	\$1,795
Optician Certification Training	\$1,895
Microsoft Project 2010	\$795
Search Engine Optimization	\$1,495
Physical Therapy Aide	\$1,895
Principles of Green Buildings	\$795
Professional Interpreter	\$995
Search Engine Marketing	\$1,895
Start Your Own Business	\$1,895
Technical Writing	\$1,795
Webmaster	\$1,995
Travel Agent Training	\$1,795
Medical Billing and Coding	\$1,795
Medical Terminology	\$795
Legal Secretary	\$2,295
Adv. Personal Fitness Trainer	\$2,795
Fitness Business Management	\$2,595
Certified Personal Trainer	\$995
AutoCAD 2015	\$2,595
Mobile Web Developer	\$2,295

Payment plans and financial aid available.

## Santa Monica College Campuses



## 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](http://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](mailto:commed@smc.edu)

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

 **BY MAIL:** Use the Registration Form in this schedule. Please write check 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 3, 16, April 10–16, and May 28–29.

**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 Campus – 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](http://westlac.augusoft.net) (click on the “Forms & FAQs” link). For room information and direction, call (310) 287-4475.

### CANCELLATION AND REFUND POLICIES

**NO CANCELLATIONS AFTER A CLASS HAS BEGUN, so choose courses carefully!** Requests for withdrawal from a class must be submitted in writing via email at least seven business days before the start date of the class; receipt of requests made via other methods, such as phone messages, cannot be guaranteed. You may receive a credit voucher applicable to future Community Education classes, which is valid for two years from the date of issue. A minimum service charge of \$10 per class cancellation will be withheld. Refunds are granted **ONLY** if a class is cancelled, discontinued, or rescheduled. In the instance of cancelled classes, the course fee is automatically refunded. Credit card refunds are processed within seven business days, check and cash refunds will be issued by check within 45 business days.

#### Transfers

To transfer to another class, requests must be submitted in writing via email at least **seven** (7) business days before the original class meets. A minimum service charge of \$10 per class transfer will be deducted.

**Important Information:** Refunds are NOT issued for absences nor prorated for late registrations. Missed class meetings may not be made up in another class. There is no auditing of classes. Students are highly encouraged to register before class begins. Returned checks will be subject to a \$25 handling charge.

Some high demand classes, such as glass fusing and Good Times Travel day trips, have separate and different refund policies stating that all registrations are final, and no refunds, credits, or transfers will be given. Please bear that in mind when registering for those classes.

**Trips & Tours:** Local travel presented by Good Times Travel, unless otherwise noted, is aboard deluxe motor coach with professional tour escort. Minimum travel age 18. For questions, call Good Times Travel at (888) 488-2287.

### Multi-Day Tours Offered by Good Times Travel

**Cancellation/Travel Protection:** Tour fees paid to Good Times Travel. If travel protection has not been purchased, only recoverable funds less a cancellation charge of \$50 will be reimbursed once payment has been made. If travel protection has been purchased, you will receive a full refund (or partial if en route), provided the defining reason is covered. **Note: Travel protection/cancellation insurance for multi-day tours is highly recommended.** Pre-existing medical conditions are covered only if protection is purchased at time of deposit. Insurance also available for day trips.

### 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.

### **DISABILITY ACCOMMODATION:**

SMC Community Education provides support services to students with qualifying and documented disabilities in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you require accommodations, please contact SMC Disabled Student Programs and Services (DSPS) at (310) 434-4265 or Video Phone (310) 238-1642 prior to the start of your class.

### SMC ADMINISTRATION AND STAFF

Dr. Kathryn E. Jeffery,  
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

### 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; Laura Zwicker, Student Trustee; Dr. Kathryn E. Jeffery, 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](http://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](http://commed.smc.edu)**

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**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](http://commed.smc.edu)**

NEW

# SPRING LECTURE SERIES

## From the Elegant to the Eclectic: Design Icons of the 20th Century

The history of 20th-century design offers a dizzying array of styles that not only presented great opportunities for architects and designers, but also created a new type of client emboldened by the technological and sociopolitical changes of the built environment. Join us for a look at the progression of 20th-century styles—in both the architectural and interior design fields—within the context of the lives and works of the personalities who led the way.



*California Cool: Masters of 20th-Century Architecture*

### February 18

Paul Williams, Architect to the Stars

### March 18

California Cool:  
Masters of 20th-Century Architecture

### April 22

Legends of 20th-Century Design

See page 8 for more details.

## ▶ GOOD TIMES TRAVEL TOURS

### Springtime is a good time for Good Times Travel tours!

Get around town this spring with friends and family from Joshua Tree National Park to San Diego. These trips book up quickly and seats are limited, so hurry!

See pages 15–16 for more details.

**February 25** Joshua Tree National Park with Geographer-Guide and Included Picnic Lunch

**March 24** Pie, Pottery & Pomona with Included Buffet Lunch

**April 28** Chocolate Sinsation with Step-On Guide and Included Lunch & Chocolate Treats

**June 10** San Diego Festival of Arts & Food Faire



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QUESTIONS? EMAIL US AT [COMMED@SMC.EDU](mailto:COMMED@SMC.EDU) OR CALL 310-434-3400

SANTA MONICA COLLEGE  
**COMMUNITY EDUCATION**

Go to [commmed.smc.edu](http://commmed.smc.edu) and sign up TODAY!

# REGISTER FOR SPRING 2017 CLASSES

## SMC Community Education 3RD ANNUAL PHOTO CONTEST

### Attention Current and Former

### SMC Community Education Students!

SMC Community Education is excited to announce its Third Annual Photo Contest, and the winning image will be the cover of the Fall 2017 class schedule.

Prizes will be awarded for the winner, first runner-up, and second runner-up: \$75, \$50, and \$25 credit vouchers, respectively, for Community Education classes. In addition, the images will be used in our monthly newsletter, *Sound Bites*, as well as on social media.

**Deadline is May 15, 2017!**

For contest rules, go to [bit.ly/annualphotocontest](http://bit.ly/annualphotocontest)

**Choose from hundreds of courses that can enrich and change your life. Classes fill quickly, so sign up for Spring 2017 now! Complete the registration form on page 34 to get started today.**

**Go to [commed.smc.edu](http://commed.smc.edu) and sign up TODAY!**

# COMMUNITY EDUCATION

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Fall 2016 Contest Winner