

SANTA MONICA COLLEGE | FALL 2017

# COMMUNITY EDUCATION

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& Professional Development



**“Golden Flight” by Victoria Bleeden**  
SMC Community Education Photo Contest Winner

See inside back cover for more details

# Fall in Love with Learning Here!



## Arts & Crafts

Fall is the right time to explore the local scenery with **Plein Air Outdoor Watercolor Painting**, so pack your paintbrushes, and let's go! Prefer something a little exotic? Get to know the "Four Gentlemen" of Asian painting with **Sumi-e Painting**. For something completely new, give **Beginning Crochet** a try and make something beautiful just in time for the holidays. If you haven't experienced the magic that is **Introduction to Mosaic Art**, you won't want to miss it this time around!

See pages 4–6 for more details.



## This & That

CPR is a good skill to have anytime—be proactive and prepared with our **AHA Heartsaver CPR with AED**—especially if you have treasured loved ones at home. Thinking about a new life AFTER retirement? Our new **How to Live, Work, and Retire Abroad Affordably** will explore this increasingly popular option, and find out if it is the right choice for you. Make the most of our sunny SoCal weather by growing a vibrant organic garden all year round with **Basic Organic Gardening 101**, and see what delight your green thumb will bring. Last but not least, music

lovers who want to know more will benefit greatly from our new **Introduction to Music Theory**—an introductory course that teaches you music elements such as key signatures, improvisations, and more.

See pages 7, 9, and 13 for more details.

## Show Time

Learn the ins and outs from the pros on how to get into the business of **Commercials, Improv, Acting and Filming**. For those interested in writing for film and TV, we now offer **Introduction to Screenwriting** and **Advanced Screenwriting** all in one semester so you can develop and improve your writing skills. And our popular **Contemporary Singing Techniques** class has been helping new vocalists unleash their inner potential with proper singing techniques.

See pages 10–12 for more details.



## Horsing Around

Fall is a great time to experience horseback riding at its finest in the hills of Malibu. Sign up for **Fundamentals of Horsemanship** at the legendary James Wyllie Equestrian Education Center. Want to have a good time but not ready for horses? How about some horsing around on the court with **Basketball for the Rest of Us**? This perennial favorite is guaranteed to get you up and playing in no time.

See page 13 for more details.



SANTA MONICA COLLEGE

# COMMUNITY EDUCATION

FALL 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 [commed.smc.edu](http://commed.smc.edu) or call the SMC Community Education office at (310) 434-3400.

## OFFICE LOCATION

SMC Community Education  
SMC Bundy Campus  
3171 S. Bundy Dr., Room 112  
Los Angeles, CA 90066

## HOW TO REGISTER FOR CLASSES:



### ONLINE

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



### PHONE

(310) 434-3400,  
option 2



### EMAIL

[CommEd@smc.edu](mailto:CommEd@smc.edu)



### FAX

310-434-3409



### IN PERSON

By appointment only.  
SMC Bundy Campus  
3171 S. Bundy Drive,  
Room 112  
Los Angeles, CA 90066

# 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. Please check class supply list online.

### Glass Fusing:

#### Big Ideas for Small Projects

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

\$239 | Terri Bromberg

SMC Main Campus, Art 124

Fri 9:00a – 2:00p Sep 1 – Oct 6

Fri 9:00a – 2:00p Oct 13 – Dec 1\*

\*No class on Nov 10, Nov 24.

### 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 Sep 10 – Oct 22

\*No class on Oct 8.

### Creating Comics & Graphic Novels

Want to create your own comic book or graphic novel? In a hands-on workshop



Glass Fusing

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 221

Sat 10:00a – 12:00p Sep 16 – Oct 21

### Creating Comics & Graphic Novels, Part II

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

\$99 | Neal Yamamoto

SMC Bundy Campus, Room 221

Sat 1:00p – 3:00p Sep 16 – Oct 21

### 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 Sep 30 – Oct 28

## 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      Sep 30 – Oct 28

## Japanese Calligraphy in Multi-Art Forms

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

\$99 | Kazuko  
SMC Main Campus, Art 118

Sat 10:00a – 1:00p      Oct 7 – Nov 4

## 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. Materials fee \$10 at class.

\$139 | Patrisha Thomson  
SMC Bundy Campus, Room 436

Wed 6:30p – 9:30p      Oct 11 – Nov 15

## DRAWING

### Introduction to Basic Drawing

Learn how to compose with line, shape, tone, and color in a class designed to introduce you to the basics of drawing from life. Using still-life setups and our environment as sources of visual inspiration, you'll find out how to work with perspective, positive and

negative shape, and texture as you explore the use of traditional drawing materials. A great class for beginners!

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

Wed 6:30p – 9:30p      Sep 6 – Oct 11

### 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. Drawing experience is welcomed, but not necessary.

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

Sat 9:00a – 12:00p      Sep 9 – Oct 7

### Colored Pencil Techniques

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

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

Tue 6:30p – 9:00p      Sep 26 – Oct 31

### 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.

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

Tue 7:00p – 9:30p      Sep 26 – Oct 31

## 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      Sep 9 – Oct 14

### Plein Air Outdoor Watercolor Painting

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, Location TBA

Sat 9:00a – 12:00p      Sep 9 – Oct 14

### 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 220

Sun 10:00a – 1:00p      Sep 10 – Oct 15

Sun 10:00a – 1:00p      Oct 22 – Dec 3\*

\*No class on Nov 26.

### 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



Beginning Crochet

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 220

Sun 2:00p – 5:00p      Sep 10 – Oct 15

Sun 2:00p – 5:00p      Oct 22 – Dec 3\*

\*No class on Nov 26.

### 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 | Todd Carpenter  
SMC Main Campus, Art 100

Sat 1:00p – 4:00p      Sep 23 – Oct 28

### Sumi-e Painting

Explore the fundamentals of the ancient art of Sumi-e (“ink painting”) painting, and discover how just a few simple strokes of the brush can express an idea. Enrich your knowledge of a different art technique with ancient and Eastern roots, and learn about the traditional art and culture of Japan. Painting kit is available to purchase in class, or a list of supplies can be found on class confirmation.

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

Sat 10:00a – 12:00p      Oct 14 – Nov 4

## Crafts

### Beginning Crochet

**NEW!** Learn to crochet and read crochet patterns. As you make a purse, scarf, and hat, learn straight and circular crochet methods, plus fringe, granny square, and border techniques. Materials to bring to first class: Sizes H, I, & J crochet hooks and a large skein of non-textured worsted weight yarn (such as Red Heart Super Saver, Caron One Pound, or Lion Brand Vanna’s Choice) in a light color (no black or navy blue). You are responsible for purchasing and bringing the materials to class. Materials fee \$5 at class for handouts.

\$99 | Susan Ryza  
SMC Emeritus Campus, Room 409

Tue 7:00p – 9:30p      Sep 26 – Oct 24

## Enrichment

### The Brain Class – Change Your Mind

Help your brain to function at its peak! In a class that combines lecture and seated activity, learn exciting new “brain power” activities to boost your mental focus, create healthier brain cells, and even be less forgetful. Find out about specific actions that threaten and those that help promote brain health. The “Body Moves for Brain Power” segment of this class is designed to stimulate brain-cell activity and improve blood flow to the brain. The patterns, actions, and training are done from a chair and are meant to inspire brain-cell growth. Class size is limited, so sign up right away! Materials fee \$30 at class.

\$69 | Debbi Harper  
SMC Bundy Campus, Room 436  
Fri 12:00p – 3:00p      Sep 15

## 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 2:00p – 4:00p      Oct 8 – Oct 29

### 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      Oct 21 – Oct 28

### How to Live, Work, and Retire Abroad Affordably

**NEW!** Enjoy a higher standard of living while living your dream! Discover the top 10 countries where Americans can live better than they can here, and find out how you can do it, too. Learn how to stretch a fixed retirement income, or find work that pays your room and board abroad. Get tips on evaluating your finances, figuring out how far your dollar will go, housing, transportation, food, government discount programs, and more! Materials fee \$10 at class.

\$49 | Bob Cohen  
SMC Bundy Campus, Room 228  
Wed 6:30p – 9:30p      Nov 15

## Just for Fun

### Practical Tarot – The Major Arcana

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

\$99 | Davida Rappaport  
SMC Bundy Campus, Room 235  
Tue 6:45p – 9:45p      Sep 12 – Oct 17

## 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      Sep 5 – Oct 10

### 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 Sep 6 – Oct 11

### 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 | Silvia Masera  
SMC Bundy Campus, Room 228  
Thu 6:30p – 9:30p Sep 7 – Oct 12

### 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 | Silvia Masera  
SMC Bundy Campus, Room 228  
Thu 6:30p – 9:30p Oct 19 – Nov 30\*  
\*No class on Nov 23.

### 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 | Silvia Masera  
SMC Bundy Campus, Room 228  
Thu 6:30p – 9:30p Sep 7 – Nov 30\*  
\*No class on Nov 23.

### 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: 978-1-4380-0810-3). Please bring your textbook to our first class.

\$89 | Nicola McGee  
SMC Bundy Campus, Room 239  
Tue 6:30p – 8:30p Sep 12 – Oct 17

### 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: 978-1-4380-0810-3). Please bring your textbook to our first class.

\$89 | Nicola McGee  
SMC Bundy Campus, Room 239  
Tue 6:30p – 8:30p Oct 24 – Nov 28

### German for Beginners

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 Sep 16 – Oct 21

### Beginning Conversational French for Travelers – Level 1

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. \$10 materials fee includes book and CD. Materials fee \$10 at class.

\$99 | Harriette McCauley  
SMC Bundy Campus, Room 328  
Sat 11:00a – 1:00p Sep 30 – Nov 4

# 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	Sep 6 – Oct 4
Wed 6:30p – 7:00p	Sep 6 – Oct 4
Wed 7:00p – 7:30p	Sep 6 – Oct 4
Wed 7:30p – 8:00p	Sep 6 – Oct 4
Wed 8:00p – 8:30p	Sep 6 – Oct 4
Wed 8:30p – 9:00p	Sep 6 – Oct 4
Wed 6:00p – 6:30p	Oct 11 – Nov 8
Wed 6:30p – 7:00p	Oct 11 – Nov 8
Wed 7:00p – 7:30p	Oct 11 – Nov 8
Wed 7:30p – 8:00p	Oct 11 – Nov 8
Wed 8:00p – 8:30p	Oct 11 – Nov 8
Wed 8:30p – 9:00p	Oct 11 – Nov 8

### SATURDAY

Sat 12:30p – 1:00p	Sep 9 – Oct 14*
Sat 1:00p – 1:30p	Sep 9 – Oct 14*
Sat 1:30p – 2:00p	Sep 9 – Oct 14*
Sat 2:00p – 2:30p	Sep 9 – Oct 14*
Sat 2:30p – 3:00p	Sep 9 – Oct 14*
Sat 3:00p – 3:30p	Sep 9 – Oct 14*
Sat 3:30p – 4:00p	Sep 9 – Oct 14*
Sat 4:00p – 4:30p	Sep 9 – Oct 14*
Sat 4:30p – 5:00p	Sep 9 – Oct 14*

\*No class on Sep 30.

## 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      Sep 9 – Oct 14

## Introduction to Music Theory

**NEW!** Knowing the basics of music theory can help you become a better musician. Whether you are playing an instrument or composing a piece, find out how to make a powerful connection with musical elements in an introductory course that can help wipe away the confusion and turn music into great fun! Music element basics, sight reading, key signatures, intervals, improvisation, and more will be covered. Required textbook: “All About Music Theory,” by Mark Harrison (Hal Leonard Publishing; softcover; ISBN-13: 9781423452089).

\$99 | Peter Risi  
SMC Bundy Campus, Room 436  
Tue 6:30p – 8:00p      Sep 12 – Oct 17

## 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  
Mon 6:45p – 8:45p      Sep 18 – Oct 16

# 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      Sep 6 – Oct 11

### Composition & Creativity

**NEW!** Sign up for an intensive workshop that examines compositional principles, image psychology, and artistic viewpoints relevant to photographers as they develop their personal visual identity. You will have weekly hands-on assignments and shooting exercises that explore a variety of concepts in a class that will be fiercely analytical of your images along with iconic works of Irving Penn, Hiro, Horst, and others. This is a great class for photographers who want to develop their portfolio, as well as working professionals who want to bring new perspective to their work. Bring to class a DSLR camera with manual settings and lenses with focal range from 24mm-105mm.

\$179 | Steve Anderson  
SMC Main Campus, Business 131  
Sat 1:00p – 3:00p      Sep 16 – Oct 7

### 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      Sep 23 – Oct 21

### 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      Sep 24 – Oct 22

### Creating a Photo Essay

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 321  
Thu 6:30p – 9:00p      Oct 19 – Nov 16

## Stage & Screen

### Commercials, Improv, Acting and Filming

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

\$89 | Priscilla Barnstable  
SMC Bundy Campus, Room 440  
Sat 3:00p – 5:00p      Oct 7 – Oct 28

### 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. See listing in this schedule's Writing section for additional details.

\$129 | Simone Bartesaghi  
SMC Bundy Campus, Room 216  
Tue 6:30p – 9:30p      Sep 12 – Oct 17

### 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! See listing in this schedule's Writing section for additional details.

\$129 | Simone Bartesaghi  
SMC Bundy Campus, Room 216  
Tue 6:30p – 9:30p      Oct 24 – Nov 28

### 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      Oct 25

### Vocal Yoga

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

\$49 | Heather Lyle  
SMC Performing Arts Center, Room 102  
Sat 12:30p – 3:30p      Nov 4

## Trips, Tours & Excursions

### The Los Angeles Underground Art Museum

Gilbert "Magu" Lujan, Sheila Klein, May Sun, Margaret Garcia, Jonathan Borofsky, Anne Marie Karlsen, Terry Schoonhoven: These are just some of the many artists whose work is featured in the Underground Art Museum. Come join an exciting daylong tour that takes you on a point-to-point

excursion through this extensive museum and includes walking tours of many of its surrounding neighborhoods. The Underground Art Museum stretches from North Hollywood all the way to Downtown LA, and while most people call it by its other name—the Metro Red Line—you'll be one of the few who gets to explore the spectacular art, distinctive architecture, special sights/sites, and other hidden treasures of LA with an informative guide. Wear comfortable walking shoes and casual clothes. Metro fare and lunch costs are NOT included in tour fee. **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      Oct 29

## Writing

### 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      Sep 7 – Oct 19

### 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  
Tue 6:30p – 9:30p      Sep 12 – Oct 17

## 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      Oct 24 – Nov 28

## 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 212

Tue 1:00p – 4:00p      Sep 12 – Oct 17  
Tue 1:00p – 4:00p      Oct 24 – Nov 28

## 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 212

Thu 6:30p – 9:30p      Sep 14 – Oct 19

# HEALTH & FITNESS

## Dance

### Adult Ballet I

Learn ballet technique in an active workshop that introduces you to the basics of ballet barre and center exercises and emphasizes the development of correct body alignment and basic core strength. Workshop covers fundamental movement concepts, ballet

terminology, and body and foot positions. Optional materials fee of \$20 for classical ballet flash cards. Materials fee \$20 at class.

\$179 | Cynthia Molnar  
SMC Performing Arts Center, Room 102

Mon 7:00p – 8:15p      Sep 11 – Oct 30

### 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"!

\$129 | Jackline Daneshrad  
SMC Emeritus Campus, Room 304

Tue 6:00p – 7:00p      Oct 24 – Dec 5

## Fitness & Relaxation

### 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      Sep 16 – Oct 7

### 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

## 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)



strong, long, lean, and toned physique are included, along with special balance and posture exercises. Materials fee \$24 at class.

\$129 | Jackline Daneshrad

SMC Emeritus Campus, Room 304

Wed 6:00p – 7:00p

Oct 25 – Dec 6

## Health & Safety

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

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

\$49 | John Lynch

SMC Bundy Campus, Room 236

Thu 6:00p – 9:30p

Nov 9

## Self Development

### 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

Oct 14

## Sports

### Basketball for the Rest of Us

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

\$99 | Richard Hoffman

SMC Main Campus, Gym 100

Mon 7:15p – 8:15p

Sep 11 – Nov 27

### 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 | Staff

James Wyllie's Equestrian Education Center,  
Saddlerock Ranch

Sat 10:30a – 11:30a      Sep 30 – Nov 4

Sun 1:00p – 2:00p      Oct 1 – Nov 5

Tue 9:30a – 10:30a      Oct 3 – Nov 7

## TEST PREPARATION

### TOEFL Preparation

#### Preparing for the TOEFL

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

\$139 | Lisa Saperston

SMC Bundy Campus, Room 235

Mon 6:30p – 9:30p      Sep 11 – Oct 16

## 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.**

Letter of Certification Processing Fees:  
\$20 for same day  
\$7.50 for standard 5 business days

## 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

#### 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 228

Wed 6:30p – 9:30p      Oct 18

#### 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      Oct 21 – Oct 28

#### 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 \$25 at class.

\$99 | Wayne Williams  
SMC Bundy Campus, Room 212

Wed-Thu 6:00p – 9:00p Nov 8 – Nov 9

## 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:

\$299 | Robert Klepa  
SMC Bundy Campus, Room 216

Thu 6:30p – 9:30p Oct 26 – Nov 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 three workshops.

Series Pricing: \$699/three classes;  
\$299/class

#### Adobe Photoshop (Level I)

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

\$299 | Gregory Van Zuyen  
SMC Bundy Campus, Room 127

Tue 6:30p – 9:30p Sep 12 – Oct 17

#### 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.

\$299 | Gregory Van Zuyen  
SMC Bundy Campus, Room 127

Wed 6:30p – 9:30p Sep 13 – Oct 18

#### 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.

\$299 | Gregory Van Zuyen  
SMC Bundy Campus, Room 127

Thu 6:30p – 9:30p      Sep 14 – Oct 19

### Computer Literacy for Absolute Beginners

In today's job market, computer literacy is the key to workplace success. This course is designed to equip individuals with concrete and applicable knowledge on programs such as MS Word and MS Excel, as well as broad and basic knowledge on browsers, emails, file management and more. Course will start with introduction of everyday computer basics to cope in the rapidly evolving world of the Internet and find out about computer hardware, software, using MS Windows, various browsers for the Internet, email, and file management. Participants will gain an overview of networks, and learn how to bookmark web pages and save files. The second part of the course will then familiarize students with crucial skills in MS Word and MS Excel through exercises such as creating simple documents, spreadsheets, sample resumes and budget sheets, using various formatting such as bullets and numbering, set margins and make font changes as well as basics of math functions, copy and paste functions, margins, and linking. This is a hands-on class, with each student working at an individual PC computer.

\$129 | Carina Aguirre  
SMC Bundy Campus, Room 127

Fri 9:00a – 12:00p      Sep 8 – Sep 29

### How to Use Google Docs

**NEW!** Find out how to work better, smarter, and faster using Google Docs—for your own work or to collaborate with others. In a hands-on class where you will have a computer to work with, learn how to get started with Google Docs, as well as how to share and collaborate in the cloud, how to convert files from Microsoft Excel to Google Sheets, how to format and use Google Sheets, how to create and use Google Forms, and more!

\$119 | Seth David  
SMC Bundy Campus, Room 127

Sat 9:00a – 4:00p      Sep 16

### 3D Printing Teacher Certification I

**NEW!** Prerequisites: For Certification I: Intro to 3D Printing. Prepare to be a 3D printing instructor for schools and community colleges. In a course limited to two (2) students per class. Learn how to be an expert in handling 3D modeling and slicing software, and develop the communication skills necessary to instruct others in their use. As part of the course, you will receive hands-on experience in how to properly conduct a class and operate 3D printing equipment by joining the Intro to 3D Printing and the Advanced 3D Printing courses as assistant instructors. To qualify for a certificate, you must complete both 3D Printing Teacher Certification Course I and II.

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

Mon 6:30p – 9:30p      Sep 11 – Oct 16

### Introduction to 3D Printing

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      Sep 11 – Oct 16

### 3D Printing Teacher Certification II

**NEW!** Prerequisites: For Certification II: completion of certificate I course. Prepare to be a 3D printing instructor for schools and community colleges. In a course limited to two (2) students per class. Learn how to be an expert in handling 3D modeling and slicing software, and develop the communication skills necessary to instruct others in their use. As part of the course, you will receive hands-on experience in how to properly conduct a class and operate 3D printing equipment by joining the Intro to 3D Printing and the Advanced 3D Printing courses as assistant instructors. To qualify for a certificate, you must complete both 3D Printing Teacher Certification Course I and II.

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

Sat 12:30p – 5:30p      Oct 7 – Oct 28

### Advanced 3D Printing Workshop

This advance workshop is by instructor's consent only. This special workshop allows students who have completed the Introduction to 3D Printing to have in-depth

focus on operations and more one-on-one assistance in the software for the students' individual projects.

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

Sat 12:30p – 5:30p Oct 7 – Oct 28

### Slack Communication Workshop

**NEW!** Slack is a cloud-based application that helps you get out of the inbox, but still stay connected to—and organize, categorize, and easily reference—all the conversations you have in your business world. Come find out how Slack can help you, as a business owner or manager, dramatically improve communication, both internally, and with clients. Learn how to set up Slack and use its many features and functions, including reminders, stars, pins, direct messages, and the mobile app. Also will learn how to use Slack with other important cloud-based applications. Sign up now and start to communicate as a business of the future!

\$119 | Seth David  
SMC Bundy Campus, Room 127

Fri 11:00a – 6:00p Oct 6

### 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 | Seth David  
SMC Bundy Campus, Room 127

Sat 9:00a – 4:00p Nov 4

## SOCIAL MEDIA

### 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 228

Wed 6:30p – 9:30p Sep 13

### Marketing with Facebook & Social Media for Beginners

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 228

Wed 6:30p – 9:30p Sep 27

## Entrepreneurial Training

### BOOKKEEPING

#### Bookkeeping Essentials

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 \$20 at class.

\$149 | Jennifer McIntosh  
SMC Bundy Campus, Room 216

Sat 9:00a – 2:00p Sep 9 – Sep 16

### QUICKBOOKS

#### QuickBooks: Reports & Bank Reconciliation

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. Materials fee \$5 at class.

\$50 | Jennifer McIntosh  
SMC Bundy Campus, Room 127

Sat 9:00a – 12:00p Oct 7

## QUICKBOOKS

Only students who sign up for the Certificate Series: QuickBooks I & II will receive a certificate of completion.

**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. Materials fee \$10 at class.

\$99 | Jennifer McIntosh  
SMC Bundy Campus, Room 127

Sat 9:00a – 4:00p Sep 23

### 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. Materials fee \$10 at class.

\$99 | Jennifer McIntosh  
SMC Bundy Campus, Room 127

Sat 9:00a – 4:00p Sep 30

### Certificate Series: QuickBooks I & II

Students who sign up for the series listing for both QuickBooks I & II will receive a certificate of completion. Materials fee \$20 at class.

\$219 | Jennifer McIntosh  
SMC Bundy Campus, Room 127

Sat 9:00a – 4:00p Sep 23 – Sep 30

## Counseling, Social Work, & Behavioral Therapy

### 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 Oct 14

## Health Professions

### Phlebotomy Certification

Back by popular demand! Phlebotomy Technicians are in demand as one of the fastest growing occupations in healthcare. Launch your career as a Phlebotomy Technician, collecting blood samples from patients in a hospital, clinical laboratory, medical office, or clinic. Through lectures and hands-on training, learn what you need to know about the circulatory system, venipuncture technique and specimen collection, risk factors and complications, and quality assurance. This course provides a complete learning experience—with 48 hours of classroom instruction and a 40-hour hands-on externship, and prepares you to take the National Certification exam to become a Certified Phlebotomy Technician 1 (CPT1). A certificate of completion is awarded upon successful completion of the course. You must be at least 18 years old and have a high school diploma or equivalent at the time of registration. **Registration fee includes books, supplies, study guides, all class materials, exam preparation, and externship.**

\$2,415 | AUMT Staff  
SMC Bundy Campus, Room 217

Sat 9:00a – 5:00p Sep 16 – Oct 21

## Money Management

### 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 435  
Thu 6:30p – 8:30p      Sep 7

### **Women & Investing**

Did you know that women often make the best investors? Whether you’re single, widowed, married, employed, or retired, you need to know how to improve your current financial picture. Learn the importance of portfolio allocation, how to select an investment advisor, and how to select investments for growth, income, and safety. We’ll also cover estate planning, college education planning for children and grandchildren, planning for a safe and secure financial future, and much more! Plus, we’ll include a forecast of the economy, interest rates, real estate, and the stock market.

\$49 | Caroline Rakness  
SMC Bundy Campus, Room 435  
Thu 6:30p – 9:00p      Sep 14

### **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.

\$99 | Paul Heising  
SMC Bundy Campus, Room 228  
Tue 6:30p – 9:00p      Sep 19 – Oct 10  
Sat 9:30a – 12:00p      Sep 23 – Oct 14

## **Notary Public/ Renewal**

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### **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      Oct 21

### **Renew as a Notary in One Day!**

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

to 5pm. The exam will be from 5pm to 6pm. Exam seating limited—seats will be assigned to those registered first. Materials fee \$35 at class.

\$50 | Carrie Christensen  
SMC Bundy Campus, Room 212  
Sat 12:30p – 6:00p      Oct 21

### 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      Nov 4

## Real Estate

### 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. Materials fee \$50 at class.

\$249 | John Anderson  
SMC Bundy Campus, Room 428  
Mon 6:30p – 9:30p      Aug 28 – Dec 11\*  
*\*No class on Sep 4.*

### 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. Materials fee \$50 at class.

\$249 | John Anderson  
SMC Bundy Campus, Room 428  
Wed 6:30p – 9:30p      Aug 30 – Dec 6

### Legal Aspects of Real Estate (1406-93)

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

\$249 | Ronald Vitale  
SMC Bundy Campus, Room 428  
Thu 6:30p – 9:30p      Aug 31 – Dec 14\*  
*\*No class on Nov 23.*

## 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: September 13, October 18,  
November 8, December 13**

### 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, option 2  
Telephone Registration Hours are 8:30 am to 4:00 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.

 **IN PERSON:** By appointment only. The SMC Community Education office is located at the SMC Bundy Campus, 3171 S. Bundy Dr. (at College Dr.), Room 112, Los Angeles, CA 90066.

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

**HOLIDAYS:** Classes do not meet on September 3–4, November 10–11, and November 23–25.

**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 (after 5:30 pm on weekdays), 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.

## 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.

## 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 accommodation, 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

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Dr. Louise Jaffe; Dr. Margaret Quiñones-Perez;  
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# SMC COMMUNITY EDUCATION | FALL 2017 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 by credit or debit card only. REGISTER online at [commed.smc.edu](http://commed.smc.edu) or in person by appointment only 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.

Name \_\_\_\_\_

Address \_\_\_\_\_

City & Zip \_\_\_\_\_

Day Phone \_\_\_\_\_

E-mail \_\_\_\_\_

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

Credit or Debit Card Information (All major 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)

**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.

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# SMC COMMUNITY EDUCATION | FALL 2017 REGISTRATION FORM

Name \_\_\_\_\_

Address \_\_\_\_\_

City & Zip \_\_\_\_\_

Day Phone \_\_\_\_\_

E-mail \_\_\_\_\_

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

Credit or Debit Card Information (All major 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)



## Victoria Bleeden Wins Photo Contest

Congratulations to SMC Community Education student Victoria Bleeden for winning our 2017 Student Photo Contest with her stunning image of a hummingbird that she calls “Golden Flight.”

Victoria captured the photo with a Canon EOS Rebel T3, a regular telephoto lens, and a fast shutter speed (sports mode). The Calabasas equestrienne and mother of 18-year-old twin boys has taken one class at SMC Community Education, Memoir Writing with instructor Monona Wali.



“I am truly honored and thrilled to win this award,” said Victoria. “I began taking photos seriously only about two or three years ago, so this is a particularly meaningful award.”

She added, “I want to take photo classes at SMC Community Education because I’ve never taken any.”

Kudos also to the other two finalists in the Photo Contest — first runner-up Chad Suggs with his image of Barker Dam, which is located in Joshua Tree National Park, and Diana Clevenger-Stephens for her close-up of a dandelion.

Altogether, the contest drew 167 photo submissions from 39 current and former students, almost double the 90 images from 22 participants in 2016.

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

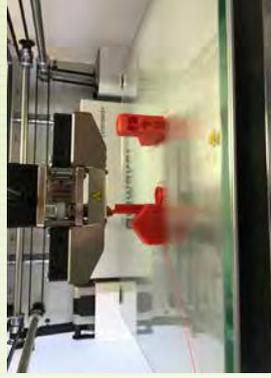
SANTA MONICA COLLEGE  
**COMMUNITY EDUCATION**

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

# REGISTER FOR FALL 2017 CLASSES

## Get Savvy with Technology

There is never a better time than the present to hone your tech skills! Whether it's **3D Printing**, **Adobe Photoshop**, or **Design & Publish Your Own Websites**, let us help you gain a skill that will make you shine! Brand new **How to Use Google Docs** and **Slack Communication Workshop**



3D Printing

will demystify these popular tools and give you the confidence you need to perform a job well done. Check the Professional Development section for more career enhancing classes.

See pages 14–20 for more details.

**Choose from hundreds of courses that can enrich and change your life. Classes fill quickly, so sign up for Fall 2017 now! Complete the registration form on page 26 to get started today.**

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

# COMMUNITY EDUCATION

Santa Monica Community College District  
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