

SANTA MONICA COLLEGE | SPRING 2018

COMMUNITY EDUCATION

& Professional Development



Spring is Coming! Time to Get Going!

15% discount when you register for classes on Open House day

See page 15 for more details



Springtime is Moving, Flowing, Happening.

Get Your Blood Moving!

Spring is a time for movement, as we awake from the winter to embrace all things new: Our fitness and dance classes are the perfect way to get going! Try **Cardio Salsa**, **Total Body Workout**, and the brand new **Zumba® Gold!** If you need a less strenuous exercise, but something equally effective, try **Mat Pilates** and **The Alexander Technique**. Both focus on strength and rehabilitation, and will give you a great workout.

See pages 14–15 for more details.



Move Closer to Your Goal!

Leverage your skills in accomplishing your long-held dreams! From our **Basic Photography** class and **Real Estate** series to **Smart Money Fundamentals** and the popular **QuickBooks** courses, we have something that can get you one step closer to achieving your goals. Interested in sharing your project with a newfangled thing like a blog? Create one with **Bloggng for Fun & Profit**, and learn the **Secrets of Internet Marketing** so that people can find you on the Internet.

See pages 11, 18–24 for more details.



Get Your Creativity Flowing!

Time for Spring cleaning, so clean away those cobwebs by taking our **Body Moves for Brain Power – Smart Exercises** or **The Creativity Workshop** to stimulate the brain cells and prepare for creative breakthroughs. Two perennial favorites that help connect the dots for sharper perceptions—**Introduction to Drawing** and **Paint Anything!**—have become really popular over the past couple of years, so enroll early! **Introduction to Screenwriting** and the new, longer version of **How to Write Funny** will put those newfound perceptions to creative use in telling compelling and funny stories.

See pages 6, 13–15 for more details.



Front Cover: “Photographer Travel Sightseeing Wander Hobby Recreation Concept” © Shutterstock

SANTA MONICA COLLEGE

COMMUNITY EDUCATION

SPRING 2018



CONTENTS

PERSONAL INTEREST 4

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



HEALTH & FITNESS 14

Dance | Fitness & Relaxation | Health & Safety | Self Development | Sports

TEST PREPARATION..... 17

TOEFL Preparation



PROFESSIONAL DEVELOPMENT 18

Business and Finance | Certificate Program | Computer and Internet Courses | Entrepreneurial Training | Health Professions | Money Management | Notary Public/Renewal | Real Estate



ON THE NET 25

Bartending | Driver Education | Notary

TO REGISTER..... 28

REGISTRATION FORM 30



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 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



PHONE

(310) 434-3400,
option 2



EMAIL

CommEd@smc.edu



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.

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 6:30 p.m. – 9:30 p.m. Feb 21 – Mar 28

The Art of Glass Fusing

Explore the art of using a kiln to fuse together pieces of glass. Find out about glass choices, preparation, cutting, and composition. Then experiment with the materials and apply your own style and creative ideas as you learn how to use a variety of fusing and slumping techniques, how to use a kiln, and what you need to know about firing programs, annealing times, and recordkeeping. Materials fee \$100 for new students and \$30 for returning students at class covers first few projects. Plan to spend an additional \$100 (or more, depending on the size and complexity of the work you wish to design) during a class field trip (to be arranged) to learn about, choose, and purchase additional materials for the remainder of the course. As this class is in high demand with limited seating, all registrations are final, and NO REFUNDS, CREDITS, or TRANSFERS will be given.

JAPANESE CALLIGRAPHY IN MULTI-ART FORMS – Kazuko



The history is so rich and beautifully described. I found the connection of dance, music, history and poetry makes the atmosphere to understand the meaning of and cultural introduction to Japanese calligraphy.

—Setareh G.



\$239 | Terri Bromberg
SMC Main Campus, Art 124

Fri 9:00 a.m. – 2:00 p.m. Feb 23 – Apr 6*
*No class on Mar 2.
Fri 9:00 a.m. – 2:00 p.m. Apr 20 – May 25

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!" Each class is a new creation and divided into three levels based on technique and skills, so newer students are inspired by their more skilled counterparts, and advanced students see how far they have progressed

\$99 | Kazuko
SMC Main Campus, Art 118
Sat 10:00 a.m. – 1:00 p.m. Feb 24 – Mar 24

Cartooning for Fun (& Profit)

Would you like to be a cartoonist? Ever wonder how your favorite cartoons get into national publications? Introduce yourself to every facet of the cartoon art process, from concept to finished product. Through lectures, in-class demonstrations, and hands-on training, you'll learn the techniques of professional cartooning, including a variety of drawing and inking methods, character development, gag-writing, and marketing. Materials fee \$5 at class.

\$99 | Neal Yamamoto
SMC Bundy Campus, Room 221
Sat 10:00 a.m. – 12:00 p.m. Feb 24 – Mar 31

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 \$50 at class.

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

Sat 9:00 a.m. – 1:00 p.m. Feb 24 – Mar 24

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 11:00 a.m. – 3:00 p.m. Feb 24 – Mar 24

Sat 11:00 a.m. – 3:00 p.m. Apr 21 – May 19

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 1:00 p.m. – 5:00 p.m. Feb 25 – Apr 8*

*No class on Apr 1.



Mosaic Art

Introduction to Japanese Calligraphy

NEW! Interested in the beautiful art of Japanese calligraphy? Explore its historical and cultural roots as you learn calligraphy's basic strokes and become familiar with its brushes and other tools. You'll create a beautiful character representing the season in the hiragana and kanji writing styles. This introductory course provides a seamless transition to Japanese Calligraphy in Multi-Art Form.

\$69 | Kazuko
SMC Main Campus, Art 118

Sat 10:00 a.m. – 12:00 p.m. Apr 21 – May 5

PAINTING

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 Emeritus Campus, Room 204

Tue 6:30 p.m. – 9:30 p.m. Feb 20 – Apr 3*

*No class on Mar 13.

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 9:00 a.m. – 12:00 p.m. Feb 24 – Mar 31

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!



© Tony Tran, Amalfi Coast, Italy (Plein Air Outdoor Watercolor Painting)

\$109 | Freddie Manseau
SMC Main Campus, Art 220

Sun 10:00 a.m. – 1:00 p.m. Feb 25 – Apr 8*
*No class on Apr 1.

Sun 10:00 a.m. – 1:00 p.m. Apr 22 – Jun 3*
*No class on May 27.

Painting in Watercolor – Level 2

Join a class designed for those who wish to improve and guide their watercolor techniques toward a more personal and creative direction. In a supportive, constructive, and stress-free environment, learn how to achieve desired effects that will enhance previous painting attempts, and find out about effective methods for attaining more satisfying results with new projects.

\$109 | Freddie Manseau
SMC Main Campus, Art 220

Sun 2:00 p.m. – 5:00 p.m. Feb 25 – Apr 8*
*No class on Apr 1.

Sun 2:00 p.m. – 5:00 p.m. Apr 22 – Jun 3*
*No class on May 27.

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 9:30 a.m. – 12:30 p.m. Mar 3 – Apr 28*
*No class on Mar 10, Apr 7, Apr 14.

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 339

Sat 10:00 a.m. – 12:00 p.m. Mar 10 – Mar 31

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!

\$109 | Freddie Manseau
SMC Emeritus Campus, Room 204

Wed 6:30 p.m. – 9:30 p.m. Feb 21 – Mar 28
Thu 6:30 p.m. – 9:30 p.m. Feb 22 – Mar 29

Manga 101

Learn how to draw monsters, heroes, samurai, pretty girls, cutesy characters, and giant robots in the popular Japanese-manga style. Explore all the basics of the genre, including manga proportions and stylistic features of the face, along with character development, inking, and coloring. All skill levels are welcome!

\$99 | Neal Yamamoto
SMC Bundy Campus, Room 221

Sat 1:00 p.m. – 3:00 p.m. Feb 24 – Mar 31

Colored Pencil Techniques & Drawing

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

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

Tue 6:30 p.m. – 9:00 p.m. Apr 17 – May 22

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 welcome, but not necessary for this class. Materials fee \$2 at class.

\$129 | Charlotte Chen

SMC Bundy Campus, Room 236

Sat 9:00 a.m. – 12:00 p.m. Apr 21 – May 19

Beginning Drafting

NEW! If you are an interior, landscape, stage set, or architectural designer or constructor who needs to develop your design ideas into site plans, elevations, and sections, come learn these basic skills. Find out how to take measurements and scale them down to a usable size for blueprints, and how to work with hand tools such as architectural rulers, T-bars, triangles, and templates. You will develop a project of your own on drafting vellum paper, which can be reproduced for your project. Materials fee \$15 at class.

\$129 | Charlotte Chen

SMC Main Campus, Art 126

Sun 9:00 a.m. – 1:00 p.m. Apr 22 – May 13

Crafts

Sewing Machine Boot Camp

NEW! Through a series of project-based, step-by-step exercises, learn how to use the Juki power industrial single needle and overlock machines, the most commonly used precision sewing machines for industrial apparel construction. Master winding the bobbin, threading, changing the needle, and balancing tension—as well as stitching and clean finishing various types of seams—as you create a drawstring tote bag and drawstring shorts. Special emphasis will be placed on best practices for safety and preventing common machine problems. No prior experience necessary. Course provides extra practice and enrichment for superior results in Apparel Construction (Fashion 3) for fashion majors. Materials fee \$15 at class.

THE BRAIN CLASS – CHANGE YOUR MIND – Debbie Harper



Excited to bring my new information to my life and those around me.

—Anonymous



Beginning Crochet

\$139 | Barbara Rain

SMC Main Campus, Business 107

Sat 2:30 p.m. – 6:30 p.m. Mar 10 – Mar 31

Beginning Crochet

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 7:00 p.m. – 9:30 p.m. Apr 17 – May 15

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 12:00 p.m.–3:00 p.m. Feb 23

Mindfulness: Breath Meditation

NEW! Whether you're new or experienced with meditation, explore its easiest and most accessible object of focus: the breath. Using methods taught by some of the most prominent figures in the Mindfulness meditation community, find out how working with the breath—considered the best way to de-stress and bring calmness to yourself—plays out in the body, emotions, and mind.

\$99 | Betzi Richardson
 SMC Bundy Campus, Room 321
 Wed 7:00 p.m.–9:00 p.m. Apr 18–May 23

Food & Dining

Sensational Sushi – Level 1

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

\$59 | Nikki Gilbert
 SMC Bundy Campus, Room 339
 Sat 11:00 a.m.–2:00 p.m. Mar 3

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.

\$109 | Christy Wilhelmi
 SMC Main Campus, Art 118
 Sun 3:00 p.m.–5:00 p.m. Mar 4–Mar 25

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 6:45 p.m.–9:45 p.m. Feb 20–Apr 3*
 *No class on Mar 13.

Languages

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

Accent Reduction – American English

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



Basic Organic Gardening

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

\$89 | Nicola McGee
SMC Bundy Campus, Room 239

Tue 6:30 p.m. – 8:30 p.m. Feb 20 – Apr 3*
*No class on Mar 13.

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): *Textbook required: Mastering the American Accent Second Edition, (black cover with downloadable audio) 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 6:30 p.m. – 8:30 p.m. Apr 17 – May 22

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.

\$119 | Cecilia Dighero
SMC Bundy Campus, Room 435

Tue 6:30 p.m. – 9:30 p.m. Feb 20 – Apr 3*
*No class on Mar 13.

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.

\$119 | Cecilia Dighero
SMC Bundy Campus, Room 435

Wed 6:30 p.m. – 9:30 p.m. Feb 21 – Apr 4*
*No class on Mar 14.

Beginning Italian – Level 1

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

\$99 | Silvia Masera
SMC Bundy Campus, Room 228

Thu 6:30 p.m. – 9:30 p.m. Mar 1 – Apr 5

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 6:30 p.m. – 9:30 p.m. Apr 19 – May 24

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 6:30 p.m. – 9:30 p.m. Mar 1 – May 24*
*No class on Apr 12.

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.

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

Sat 11:30 a.m. – 1:30 p.m. Mar 3 – Apr 7



at commed.smc.edu

Beginning Conversational French for Travelers – Level 2

Prerequisite: Beginning Conversational French – Level 1. Build on the conversational skills you developed in Level I. Using fun music, film, and role playing, learn how to handle real-life situations—such as being in an airport, hotel, or restaurant—and expand your knowledge of French customs and popular life. Materials fee \$10 at class.

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

Sat 11:30 a.m. – 1:30 p.m. Apr 21 – Jun 2*

*No class on May 26.

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 6:00 p.m. – 6:30 p.m. Feb 14 – Mar 14
 Wed 6:30 p.m. – 7:00 p.m. Feb 14 – Mar 14
 Wed 7:00 p.m. – 7:30 p.m. Feb 14 – Mar 14
 Wed 7:30 p.m. – 8:00 p.m. Feb 14 – Mar 14
 Wed 8:00 p.m. – 8:30 p.m. Feb 14 – Mar 14
 Wed 8:30 p.m. – 9:00 p.m. Feb 14 – Mar 14
 Wed 6:00 p.m. – 6:30 p.m. Mar 21 – Apr 25*
 Wed 6:30 p.m. – 7:00 p.m. Mar 21 – Apr 25*
 Wed 7:00 p.m. – 7:30 p.m. Mar 21 – Apr 25*
 Wed 7:30 p.m. – 8:00 p.m. Mar 21 – Apr 25*
 Wed 8:00 p.m. – 8:30 p.m. Mar 21 – Apr 25*
 Wed 8:30 p.m. – 9:00 p.m. Mar 21 – Apr 25*
 Wed 6:00 p.m. – 6:30 p.m. May 2 – May 30
 Wed 6:30 p.m. – 7:00 p.m. May 2 – May 30
 Wed 7:00 p.m. – 7:30 p.m. May 2 – May 30
 Wed 7:30 p.m. – 8:00 p.m. May 2 – May 30
 Wed 8:00 p.m. – 8:30 p.m. May 2 – May 30
 Wed 8:30 p.m. – 9:00 p.m. May 2 – May 30

*No class on Apr 11.

SATURDAY

Sat 12:30 p.m. – 1:00 p.m. Feb 17 – Mar 17
 Sat 1:00 p.m. – 1:30 p.m. Feb 17 – Mar 17
 Sat 1:30 p.m. – 2:00 p.m. Feb 17 – Mar 17

Sat 2:00 p.m. – 2:30 p.m. Feb 17 – Mar 17
 Sat 2:30 p.m. – 3:00 p.m. Feb 17 – Mar 17
 Sat 3:00 p.m. – 3:30 p.m. Feb 17 – Mar 17
 Sat 3:30 p.m. – 4:00 p.m. Feb 17 – Mar 17
 Sat 4:00 p.m. – 4:30 p.m. Feb 17 – Mar 17
 Sat 4:30 p.m. – 5:00 p.m. Feb 17 – Mar 17
 Sat 12:30 p.m. – 1:00 p.m. Apr 21 – May 19
 Sat 1:00 p.m. – 1:30 p.m. Apr 21 – May 19
 Sat 1:30 p.m. – 2:00 p.m. Apr 21 – May 19
 Sat 2:00 p.m. – 2:30 p.m. Apr 21 – May 19
 Sat 2:30 p.m. – 3:00 p.m. Apr 21 – May 19
 Sat 3:00 p.m. – 3:30 p.m. Apr 21 – May 19
 Sat 3:30 p.m. – 4:00 p.m. Apr 21 – May 19
 Sat 4:00 p.m. – 4:30 p.m. Apr 21 – May 19
 Sat 4:30 p.m. – 5:00 p.m. Apr 21 – May 19

Guitar II

Suggested prerequisite: Beginning Guitar or skills in basic note reading, ability to play a few open position chords, and a general basic feel for the guitar. If you want to move ahead in your guitar playing and build on the introductory elements you've previously learned, here's the right class to get you to the next level. Students must purchase required textbook prior to first day of class: Required textbook (please purchase before attending class): Hal Leonard Guitar Method, Second Edition – Complete Edition, by Will Schmid and Greg Koch (ISBN-13: 9780881881394).

\$99 | Peter Risi
SMC Bundy Campus, Room 436

Tue 6:30 p.m. – 8:00 p.m. Feb 20 – Apr 3*

*No class on Mar 13.

Intro to Music Theory

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). Materials fee \$10 at class.

\$99 | Peter Risi
SMC Bundy Campus, Room 321

Wed 6:30 p.m. – 8:00 p.m. Feb 21 – Mar 28

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



Guitar Class

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 3:30 p.m. – 5:00 p.m. Feb 24 – Mar 31

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.

\$129 | Heather Lyle
SMC Performing Arts Center, Room 200
Thu 6:45 p.m. – 8:45 p.m. Mar 1 – Mar 29

Healthy Harmonica

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

\$39 | Dave Broida
SMC Bundy Campus, Room 240
Tue 6:00 p.m. – 7:30 p.m. Mar 6

Beginning Blues Harmonica

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

\$39 | Dave Broida
SMC Bundy Campus, Room 240
Tue 7:45 p.m. – 9:30 p.m. Mar 6

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 6:30 p.m. – 9:30 p.m. Feb 21 – Mar 28

Intermediate Photography

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 1:00 p.m. – 4:00 p.m. Mar 3 – Apr 7

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 1:00 p.m. – 6:00 p.m. Apr 22 – May 20

Creating a Photo Essay

Learn visual storytelling as you develop a personal photo project. Discover how grouping your photos together in creative ways can tell a more engaging story and take your photography to a greater level of communication. Whether you have travel photos to organize, want to create a cohesive body of images, or just enjoy visual storytelling, find out how to define your project with an artist’s statement and produce strong images that work together. Any camera may be used—the focus is on what the photos express and how grouping them by story or theme adds to their impact.

\$99 | Nancy Kaye
SMC Bundy Campus, Room 321
Thu 6:30 p.m. – 9:00 p.m. Apr 26 – May 24

Stage & Screen

Introduction to Screenwriting

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

\$149 | Simone Bartesaghi
SMC Bundy Campus, Room 212
Wed 1:00 p.m. – 4:00 p.m. Feb 21 – Mar 28

ADVANCED SCREEN WRITING: FROM PAGE TO SCREEN – Simone Bartesaghi



Amazing experience. Inspiring and extremely knowledgeable instructor. Best class!

—Michelle P.



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.

\$149 | Simone Bartesaghi
SMC Bundy Campus, Room 212
Thu 1:00 p.m. – 4:00 p.m. Feb 22 – Mar 29

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.

\$59 | Heather Lyle
SMC Performing Arts Center, Room 102
Sat 12:30 p.m. – 3:30 p.m. Mar 10

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 3:00 p.m. – 5:00 p.m. Mar 10 – Mar 31

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 Staff
 SMC Bundy Campus, Room 216
 Wed 6:00 p.m. – 8:00 p.m. May 9

Writing

Creative Writing Workshop

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

\$109 | Monona Wali
 SMC Bundy Campus, Room 217
 Tue 1:00 p.m. – 4:00 p.m. Feb 20 – Apr 3*
 *No class on Mar 13.
 Tue 1:00 p.m. – 4:00 p.m. Apr 17 – May 22

Introduction to Screenwriting

In an intensive course that introduces you to the fundamentals of dramatic screenwriting, find out about the tools that screenwriters have at their disposal to communicate their ideas. Gain hands-on experience through weekly writing exercises that develop specific

screenwriting skills, then read your work aloud in class and take part in friendly discussions and critiques to understand your writing and what about it works, what doesn't, and why.

\$149 | Simone Bartesaghi
 SMC Bundy Campus, Room 212
 Wed 1:00 p.m. – 4:00 p.m. Feb 21 – Mar 28

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.

\$149 | Simone Bartesaghi
 SMC Bundy Campus, Room 212
 Thu 1:00 p.m. – 4:00 p.m. Feb 22 – Mar 29

Poetry Writing & Reading Workshop

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

\$99 | Betzi Richardson
 SMC Bundy Campus, Room 235
 Sat 11:00 a.m. – 1:00 p.m. Feb 24 – Mar 31

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



Improv

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.

\$149 | Jonathan Solomon
SMC Bundy Campus, Room 235

Thu 6:30 p.m. – 9:30 p.m. Mar 15 – May 10*
*No class on Apr 12.

HEALTH & FITNESS

Dance

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 6:00 p.m. – 7:00 p.m. Feb 13 – Apr 3*
*No class on Mar 13.

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 7:00 p.m. – 8:15 p.m. Feb 26 – Apr 23*
*No class on Apr 9.

Beginning Modern Dance

Come and dance! Learn about body awareness, movement in space, and modern dance terminology through center work, across-the-floor combinations, short studies, and more! We’ll focus on technique, placement, and creative experiences—along with correct body alignment—and include



Class with Jackline Daneshrad

stretching exercises that enhance strength, limberness, and flexibility.

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

Wed 7:00 p.m. – 8:00 p.m. Apr 18 – May 23

Fitness & Relaxation

Total Body Workout

Wishing you had a toned and sculpted body? This is the right class for you! All major muscle groups will be addressed in a workout that starts with a fun low-impact warm-up, followed by a sculpt session using hand weights, resistance tubing, medicine balls, and Thera bands. Comprehensive stretching of the upper and lower body for a strong, long, lean, and toned physique are included, along with special balance and posture exercises. Materials fee \$24 at class.

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

Wed 6:00 p.m. – 7:00 p.m. Feb 21 – Apr 4

The Alexander Technique

Discover how to help yourself look and feel better and more relaxed, using a technique developed by FM Alexander to free your body of the tension, stress, and pain brought on by daily activities and habits. Find out how to recognize your own particular habits and how they affect you. Learn how to apply the Alexander Technique in your daily life—standing, sitting, carrying groceries, or even brushing your teeth—to find an ease in both movement and rest. This introductory course is limited to 10 students, so register early. Comfortable clothing is recommended.

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

Wed 6:30 p.m. – 8:00 p.m. Feb 21 – Mar 28

Body Moves for Brain Power – Smart Exercises

If you think playing computer games and doing crossword puzzles is enough to keep

SANTA MONICA COLLEGE COMMUNITY EDUCATION

OPEN HOUSE

Saturday, Feb. 3, 10 a.m. – 2 p.m., Bundy 123

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

**Discount applies only to the classes you register for on the day of the Open House and cannot be transferred to any other class, including the same class in another semester. Cannot be combined with other discounts or promotions.*

commed.smc.edu | (310) 434-3400



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 9:00 a.m. – 10:00 a.m. Feb 24 – Mar 24

Zumba® Gold

NEW! Looking for a modified Zumba® class that recreates the original moves you love, but at a lower-intensity? Have fun as you learn easy-to-follow Zumba® choreography that focuses on balance, range of motion, and coordination. If you're an active older adult or one with limited movement abilities, this is the class for you!

\$99 | Valerie Lernihan
SMC Emeritus Campus, Room 304
Mon 6:30 p.m. – 7:30 p.m. Feb 26 – Apr 2

Mat Pilates

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

\$99 | Valerie Lernihan
SMC Emeritus Campus, Room 304
Mon 7:45 p.m. – 8:45 p.m. Feb 26 – Apr 2

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



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 smctabletennis.com for details or email us at smctabletennis@gmail.com

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.

\$49 | John Lynch

SMC Bundy Campus, Room 236

Thu 6:00 p.m. – 9:30 p.m. Mar 1

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 10:00 a.m. – 6:00 p.m. May 12

Reiki – Level II

Prerequisite: Reiki Level I (or Level II if wanting to refresh past learning). Continue your exploration of Reiki, a Japanese relaxation technique that helps eliminate stress from the body and increase the body's natural ability to heal. Learn advanced methods in a class that emphasizes integrating the Reiki precepts into your personal life, and working toward processing and releasing addictive/unhealthy

emotional and mental habits. You'll also learn additional self-care techniques, how to administer individual sessions, and how to start a private Reiki practice. Certificate of completion for Reiki Level II is awarded upon successful completion of the course. Materials fee \$20 at class.

\$149 | Laura Luna

SMC Bundy Campus, Room 123

Sat 10:00 a.m. – 6:00 p.m. May 19

Sports

Fundamentals of Horsemanship

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

\$259 | Equestrian Ed Ctr Staff

James Wyllie's Equestrian Education Center, Saddlerock Ranch



Fundamentals of Horsemanship

BASKETBALL FOR THE REST OF US – Richard Hoffman



Fun class, good exercise and great instructor!

—Tsilya H.



Tue 9:30 a.m. – 10:30 a.m. Feb 20 – Mar 27
Sat 10:30 a.m. – 11:30 a.m. Feb 24 – Mar 31
Sun 1:00 p.m. – 2:00 p.m. Feb 25 – Apr 8*

*No class on Apr 1.

Basketball for the Rest of Us

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

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

Wed 7:15 p.m. – 8:15 p.m. Feb 21 – May 16*

*No class on Apr 11.

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.

\$159 | Lisa Saperston
SMC Bundy Campus, Room 235

Wed 6:30 p.m. – 9:30 p.m. Feb 21 – Mar 28

Attention, Au Pairs!

EARN EDUCATIONAL HOURS



© Carlos Hernandez/cultura/Corbis

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

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

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

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

Sign up for our Newsletters

SUBSCRIBERS RECEIVE:

Course Updates

Latest News

Online Registration Dates

commed.smc.edu

TEACH A CLASS FOR SMC COMMUNITY EDUCATION

More info at commed.smc.edu

register for classes
ONLINE

at commed.smc.edu

PROFESSIONAL DEVELOPMENT

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 240

Wed 6:30 p.m. – 9:30 p.m. Mar 21

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 10:00 a.m. – 3:00 p.m. Mar 24 – Mar 31

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 240

Wed–Thu 6:00 p.m. – 9:00 p.m.
Apr 18 – Apr 19

Certificate Program

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

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

Week 1: Introduction – History and Ethics

Learn the basics of law and alternative dispute resolution (ADR), and the different career options available in the field of ADR. Gain an overview of the art and the discipline of ADR, find out about the history and philosophy of ethics and conflict management, and learn conflict management techniques that can be used in and out of the classroom. Also, develop your skills in active listening and observation and behavior.

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

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

Week 4: Arbitration Explore and acquire basic strategies of arbitration. Learn the ADR

rules on ethics, and continue to role play the various parts of arbitration: Be the arbitrator!

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

Thu 6:30 p.m. – 9:30 p.m. Apr 19 – May 10

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 all three workshops in the same semester.

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 6:30 p.m. – 9:30 p.m. Feb 20 – Apr 3*

*No class on Mar 13.

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 6:30 p.m. – 9:30 p.m. Feb 21 – Mar 28

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 6:30 p.m. – 9:30 p.m. Feb 22 – Mar 29

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.

\$139 | Jennifer McIntosh
SMC Bundy Campus, Room 127

Sat 12:30 p.m. – 4:30 p.m. Feb 24 – Mar 10

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 6:30 p.m. – 9:30 p.m. Feb 26 – Apr 2

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
Fri 12:00 p.m. – 4:00 p.m. Mar 9 – Apr 6

3D Printing Teacher Certification I

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 of completion, you must complete both 3D Printing Teacher Certification Course I and II.

\$549 | Gregory Van Zuyen
SMC Bundy Campus, Room 127
Mon 6:30 p.m. – 9:30 p.m. Feb 26 – Apr 2

3D Printing Teacher Certification II

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 of completion, you must complete both 3D Printing Teacher Certification Course I and II.

\$549 | Gregory Van Zuyen
SMC Bundy Campus, Room 127
Fri 12:00 p.m. – 4:00 p.m. Mar 9 – Apr 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

FUNDAMENTALS OF MICROSOFT EXCEL – Seth David



Great class, even for those experienced with Excel, it was a great overview!

—Jenna J.



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 9:00 a.m. – 4:00 p.m. Apr 21

Intermediate Excel

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

\$129 | Seth David
SMC Bundy Campus, Room 127
Sat 9:00 a.m. – 2:00 p.m. Apr 28

SOCIAL MEDIA

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 240
Wed 6:30 p.m. – 9:30 p.m. Feb 28

Secrets of Internet Marketing

Discover tips and techniques to promote your business effectively online. Learn how to use

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

\$49 | Bob Cohen
SMC Bundy Campus, Room 240
Wed 6:30 p.m. – 9:30 p.m. Mar 7

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 9:00 a.m. – 12:00 p.m. Feb 24 – Mar 10

QUICKBOOKS

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 9:00 a.m. – 4:00 p.m. Mar 24

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 9:00 a.m. – 4:00 p.m. Mar 31

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 9:00 a.m. – 4:00 p.m. Mar 24 – Mar 31

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 \$10 at class.

\$99 | Jennifer McIntosh
SMC Bundy Campus, Room 127
Sat 9:00 a.m. – 4:00 p.m. Apr 7

BUSINESS PLANNING

Creating A Successful Business

Every month 543,000 new businesses get started, with only half of them surviving at least five years. Be a survivor! This essential seminar will help you lay the groundwork for a thriving business, exploring such topics as: identifying opportunity and market size, market analysis, measuring the risk/reward ratio, protecting your ideas, and pricing your goods and services. You'll also learn about financial projections and be introduced to a variety of funding options. \$20 material fee due at registration for Gerald's comprehensive workbook. Receive link and access code upon registration. Print (recommended) or download on a personal device and bring to class.

This class is offered in partnership with Westside Extension.

\$59 | Gerald Anderson
 West Los Angeles College
 9000 Overland Ave., Culver City
 Sat 9:00 a.m. – 12:00 p.m. Mar 10 – Mar 17

Creating A Business Plan

Whether just getting started or already in business, developing a sound business plan is essential. It's necessary for obtaining many types of financing and helps evaluate opportunities. Discover the elements necessary to a business plan and how to go about creating one. Learn about defining market opportunities, unique selling advantages, marketing strategies, management structure, corporate culture and financial projections. \$20 material fee due at registration for Gerald's comprehensive workbook. Receive link and access code upon registration. Print (recommended) or download on a personal device and bring to class.

This class is offered in partnership with Westside Extension.

\$59 | Gerald Anderson
 West Los Angeles College
 9000 Overland Ave., Culver City
 Sat 9:00 a.m. – 12:00 p.m. Apr 7 – Apr 14

Health Professions

Certified Phlebotomy Technician 1

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 8:00 a.m. – 2:30 p.m. Mar 24 – May 19*
 *No class on Apr 14.

EXAMINATION

Sat 9:00 a.m. – 11:00 a.m. Jun 2

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 10:00 a.m. – 6:00 p.m. May 12

Reiki – Level II

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

\$149 | Laura Luna
 SMC Bundy Campus, Room 123
 Sat 10:00 a.m. – 6:00 p.m. May 19

HOW TO MAXIMIZE YOUR SOCIAL SECURITY BENEFITS – Caroline Rakness



Good, clear information.

—Amy F.



Money Management

Passport to Retirement

Many adults feel that the most critical financial concern they face is whether they will be able to afford to retire some day. They fear they may outlive their money and they don't understand the basics of retirement planning and investment management.

Learn about the most common roadblocks to retirement-planning success and how to avoid them. Explore how to use stocks, bonds, mutual funds, and other investments to pursue your retirement goals. Find out about proven strategies that will arm you with the information you need to make good retirement decisions. You may bring your spouse or a guest to class at no extra cost.

\$99 | Paul Heising
SMC Bundy Campus, Room 228

Wed 6:30 p.m. – 9:00 p.m. Feb 21 – Mar 14
Sat 9:30 a.m. – 12:00 p.m. Feb 24 – Mar 17

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 212
Wed 6:30 p.m. – 8:30 p.m. Mar 21

Smart Money Fundamentals

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

PASSPORT TO RETIREMENT – Paul Heising



It is the second time I've taken this class. Paul provides lots of good material and information."

—Madeline B.



\$49 | Caroline Rakness
SMC Bundy Campus, Room 212
Wed 6:30 p.m. – 9:00 p.m. Apr 18

Notary Public/ Renewal

Become a Notary in One Day

Start your own business, become a more valuable employee, provide customer service for your business or organization, earn additional income, or get recommissioned as a Notary Public! Sign up for this intensive one-day seminar designed to equip you with everything you need to know to become an effective Notary. Find out about the laws that all California Notaries are required to know, as well as what you need to know to pass the State exam (required to be taken every 4 years), identify document signers, keep a journal, fill out certificates, and avoid lawsuits. Seminar includes a practice Notary Public Exam. No admittance to seminar after 8:30 a.m. and you must be on time when returning to the classroom from a break, due to State regulations. If you wish, you can register and take the State exam immediately after completing the seminar. This six-hour state-approved seminar give you the knowledge to pass the exam and practice as an effective Notary. Participants receive two practice tests and take the office Notary Exam directly following the seminar. To take the exam, you must be at least 18 years old, have NO felonies on your record, and present: (1) a check made payable to the Secretary of State in the amount of \$40 (for new applicants and renewals); (2) a current driver's license with photo, state-issued ID card, or other appropriate photo ID; (3) a 2"x2" color passport photo; and (4) two sharpened #2 pencils. PLEASE NOTE: Upon passing the exam, you are required to submit Live Scan fingerprints (details will be provided at the seminar). Cooperative Personal Services will begin exam registration takes at 4:00pm with the exam directly following. Materials fee \$35 at class.

\$99 | Carrie Christensen
SMC Bundy Campus, Room 212
Sat 8:00 a.m. – 6:00 p.m. Apr 28

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 4:15p.m. to 5p.m. The exam will be from 5p.m. to 6p.m.. Exam seating limited—seats will be assigned to those registered first.

\$50 | Carrie Christensen
 SMC Bundy Campus, Room 212
 Sat 12:30 p.m. – 6:00 p.m. Apr 28

Real Estate

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

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

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

Real Estate Principles (1403-93)

This 45-hour course is required for the California Bureau of Real Estate Licensing Exam in order to work as a real estate salesperson in California; students are mandated by the California Bureau of Real Estate to have an attendance of 85% and

pass the final exam with a score of 70% or better. Mandatory non-refundable textbook fee \$50 is not included in tuition and will be collected upon registration; textbooks will be distributed at first class meeting. For subsequent classes, you are expected to read each required chapter(s) PRIOR to the class meeting, to assist you in understanding the materials presented in class.

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

Mon 6:30 p.m. – 9:30 p.m. Feb 12 – Jun 11*
 *No class on Feb 19, Apr 9, May 28.

Real Estate Practice (1404-93)

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

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

Wed 6:30 p.m. – 9:30 p.m. Feb 14 – May 30*
 *No class on Apr 11.

Real Estate Finance (1405-93)

This 45-hour course for brokers, salespeople, and college students majoring in real estate is a study of lending policies and the problems and risks involved in real estate financing. The course fulfills a basic real estate course requirement for a California Real Estate License. Mandatory textbook fee of \$50 will be collected upon registration and textbooks will be distributed at first class meeting. For subsequent classes, you are expected to read each required chapter(s) PRIOR to the class meeting, to assist you in understanding the materials presented in class.

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

Thu 6:30 p.m. – 9:30 p.m. Feb 15 – May 31*
 *No class on Apr 12.

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 to register for this class.

Open start date Fee: \$29.50

Traffic School Online!

Got a ticket? Here's a way to help you get it dismissed, stay point-free, and reduce insurance costs! Sign up for online

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.

traffic school—approved by the California Department of Motor Vehicles (DMV)—and gain a comprehensive review of the rules of the road, safe driving techniques, and how to prevent accidents. A certificate of completion is awarded upon successfully completing the course and passing the exam. Open to both Windows PC and Mac users. You may start this course whenever it's convenient for you to do so. Additional details and information will be provided at registration. Go to trafficschoolonline.com to register for this class.

Open start date Fee: \$29.97

Notary

Become a Notary Public Online!

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

Open start date Fee: \$75

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 classes 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 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 to learn more about our Online Career Training and certification.

Broaden Your Horizons – Make It Happen Today!

Online Education with ed2go

Online Classes

COURSES START: January 17, February 14, March 14, April 11, May 16, and June 13

How to begin your class:

1. Go to 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.

SELECTION OF POPULAR ONLINE CLASSES

Beginning Writer's Workshop	\$115
Effective Business Writing	\$115
The Keys to Effective Editing	\$115
A-to-Z Grant Writing	\$115
Grammar Refresher	\$115
Marketing Your Nonprofit	\$115
Learn to Buy and Sell on eBay	\$115
Secrets of the Caterer	\$115
Accounting Fundamentals	\$115
Real Estate Investing	\$115
Secrets of Better Photography	\$115
Music Made Easy	\$115
Intro to Java Programming	\$115
Prepare for the GED	\$115
Become a Veterinary Assistant	\$115
Using Social Media in Business	\$115
Microsoft Access 2016 Series*	\$225
Microsoft Excel 2016 Series*	\$324
Web Design Value Suite*	\$299
Speed Spanish Series*	\$299
SQL Series*	\$199
Accounting Fundamental Series*	\$199
Creating Wordpress Websites Series*	\$199
Writing and Editing Value Suite*	\$299

* Series & Suites are bundled classes offered at a discount

Online Career Training

COURSES START ANYTIME

Begin at Your Convenience!

How to get started:

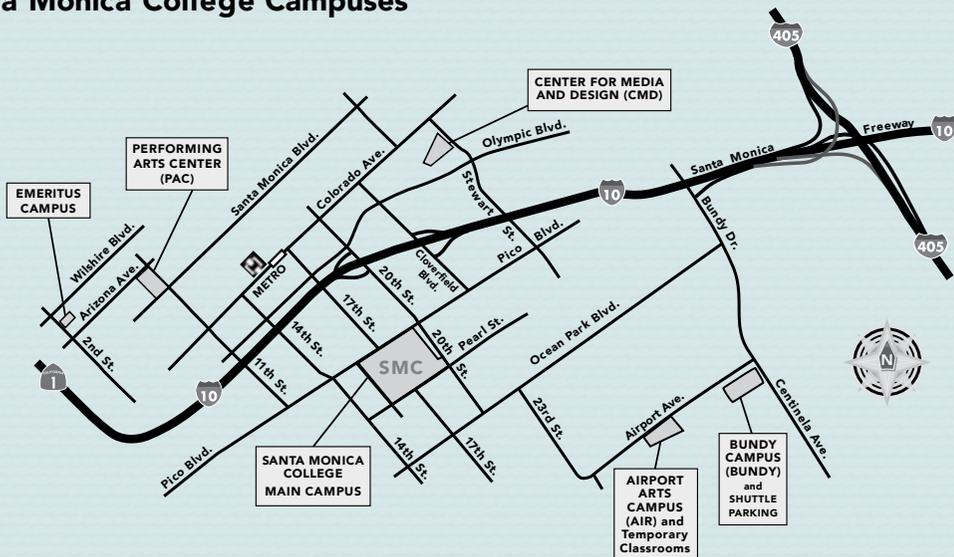
1. Browse the classes at: careertraining.ed2go.com/smce
2. Select a **Course** and then click on the **Enroll** button to fill-out the enrollment form, or contact us at (877) 221-5151

SELECTION OF POPULAR ONLINE CAREER TRAINING

Certified Bookkeeper	\$1,995
Certified Wedding Planner	\$1,595
Chartered Tax Professional (CA residents)	\$1,995
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
OMCA® SEO Associate	\$1,595
Physical Therapy Aide	\$1,895
Principles of Green Buildings	\$795
Professional Interpreter	\$995
OMCP® Social Media Associate	\$1,595
Marketing Design Certificate	\$3,295
Technical Writing	\$1,795
Webmaster	\$2,299
Travel Agent Training	\$1,795
Medical Transcription	\$1,795
Medical Terminology	\$795
Legal Secretary	\$2,295
Adv. Personal Fitness Trainer	\$2,795
Fitness Business Management	\$2,595
Personal Fitness Trainer	\$2,295
AutoCAD Certified User 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
All major credit cards accepted.

 **BY PHONE:** (310) 434-3400, option 2
Telephone Registration Hours are 8:30 a.m. to 4:00 p.m. Monday through Friday. All major credit cards accepted.

 **BY EMAIL:** commed@smc.edu

 **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 a.m. to 5 p.m. Monday through Friday.

HOLIDAYS: Classes do not meet on March 2, 13, April 9–15, and May 27–28.

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

Financial aid is not available and transcripts are not offered for not-for-credit classes.

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 p.m.) 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 p.m. 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 6 p.m. may vary. Head-in parking **ONLY**.

West Los Angeles College –

9000 OVERLAND AVE., CULVER CITY
Parking is available in Parking Structure and Overflow Lot 8, Lot 5 (off Freshman Dr.), and Lots A, 1, 2, and 4A near the PE Complex (PEC). Students may purchase a daily parking permit for \$2 from permit dispensing machines (use one dollar bills or quarters only) located in each parking lot. For your convenience, you may buy a semester-long WLAC parking permit for \$20 (strictly cash only, in person) from the Westside Extension Office, or \$23 online at westlac.augusoft.net (click on the “Forms & FAQs” link). For room information and direction, call (310) 287-4475.

CANCELLATION AND REFUND POLICIES

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

Transfers

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

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

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

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

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

Schedule prepared by SMC Office of Marketing

SMC BOARD OF TRUSTEES

Dr. Andrew Walzer, Chair; Barry A. Snell, Vice
Chair; Dr. Susan Aminoff; Dr. Nancy Greenstein;
Dr. Louise Jaffe; Dr. Margaret Quiñones-Perez;
Rob Rader; Chase Matthews, Student Trustee;
Dr. Kathryn E. Jeffery, Superintendent/President

REGISTRATION FORM

PLEASE REGISTER EARLY. Many classes fill quickly. We cancel classes with low enrollment, so your early registration may assure that the class you choose will remain available. Payment by credit or debit card only. **REGISTER** online at 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 8:30 a.m. to 4 p.m., Mon.–Fri. **CALL (310) 434-3400.**

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

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 or in person by appointment only at our office at the SMC Bundy Campus, 3171 S. Bundy Dr., Rm 112. Telephone hours are 8:30 a.m. to 4 p.m., Mon.–Fri. **CALL (310) 434-3400.**

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

PHLEBOTOMY TECHNICIAN

The Fastest Growing Field in Medicine

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 hospitals, clinical laboratories, and medical offices or clinics.



Details:

The course combines 48 hours of classroom training and a 40-hour externship to provide you with a complete learning experience.

Registration fee includes books, supplies, study guides, all class materials, exam preparation, and externship.

You must be at least 18 years old and have a high school diploma or equivalent at the time of registration.

Tuition: \$2,415.00

Certification

A certificate is awarded upon successful completion of the course. After completing the program, you will be prepared for the following certification exam:

- National Center for Competency Testing (NCCT)
Certified Phlebotomy Technician 1 (CPT1)

Please read: Registration fee does NOT include required State License fee of \$100 or National Certification exam fee of \$115. Registration fee due at the time of registration.

Through lectures and hands-on training, learn about the circulatory system, venipuncture technique and specimen collection, risk factors and complications, and quality assurance.

Course Information

Where:

Santa Monica College - Bundy Campus
3171 S. Bundy Drive, Room 217
Los Angeles, CA 90066

Dates & Time

March 24 - May 19, 2018*
Sat, 8:00 a.m. - 2:30 p.m.

**No class 4/14*



QUESTIONS? EMAIL US AT COMMED@SMC.EDU OR CALL 310-434-3400

SANTA MONICA COLLEGE
COMMUNITY EDUCATION

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

REGISTER FOR SPRING 2018 CLASSES

SMC Community Education 4TH ANNUAL PHOTO CONTEST

Attention Current and Former Students!

It's that time of year again: We are calling for YOUR photo submissions to SMC Community Education's Annual Photo Contest! This is our fourth contest, and the submissions are getting better and better! We can't wait to see what this year's contest will bring.

The winning image will grace the cover of the Fall 2018 class schedule, and the winner will be featured in our monthly newsletter, *Sound Bites*, as well as on social media. The winning photograph and a special interview with the winner will also be featured on the inside back cover for the Fall 2018 class schedule.

Deadline is May 7, 2018!

For contest rules, go to bit.ly/annualphotocontest

Choose from hundreds of courses that can enrich and change your life. Classes fill quickly, so sign up for Spring 2018 now! Complete the registration form on page 30 to get started today.

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

COMMUNITY EDUCATION

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

Non-Profit
Organization
U.S. Postage
P A I D
Santa Monica
College



Fall 2017 Contest Winner