

SANTA MONICA COLLEGE | SPRING 2019

COMMUNITY EDUCATION

& Professional Development



Look for the Small Wonders in Your Life.
Discover with SMC Community Education.

SPRINGTIME IS FOR RENEWAL

Choose Your Own Path

Are You a Goal-Getter?

Our popular Real Estate trio — **Real Estate Principles, Real Estate Practice, and Real Estate Finance** — makes another appearance this spring. Complete these 15-week classes, then pass the qualifying exam to become a Real Estate Salesperson, and you could be starting a new career in 2019! Our **Property Management** class now covers **Residential, Commercial, and Industrial** properties, and is great for beginners who want to enter the business and mid-level professionals who want to update their skills. Want to ace your TOEFL exam? Our **TOEFL Preparation** class is a must for your success!

See pages 15–16, 21, 23 for more details.

Are You a Globetrotter?

Our **Spanish, French, and Italian Level 1 & 2** classes are back this spring to prepare you for new travel experiences in 2019. Register early, and start planning your next adventure at a world destination! Want something more active? Try **Basketball for the Rest of Us!** Yes, “Us” means *you*. Come have an hour of fun on the basketball court every Wednesday, and discover for yourself why this sport is so popular.

See pages 8–9, 15 for more details.



Are You Exploring Music?

We have added more **One-on-One Piano** sessions in response to popular demand. The classes fill quickly, so reserve a seat early! **Guitar I & II** classes are back, as well as **Intro to Music Theory**, a basic

course for all music lovers. If you prefer to express yourself musically through your voice, **Contemporary Singing Techniques** will teach you the right way to do it. And if you are short on time, try our 3-hour **Vocal Yoga** workshop.

See pages 9–10, 12 for more details.



Are You Artistically Inclined?

Our new **Integrative Art Workshop** includes movement to help unleash the creative force within you, and will redefine Art as you know it. Perennial favorites like **Landscape Painting** and **Paint Anything** return again this spring, along with **Painting in Watercolor 1 & 2**. For a change of pace — and perspective — try **Japanese Calligraphy in Multi-Art Forms** or **Sumi-e Painting**. You'll be pleasantly surprised!

See pages 4–6 for more details.

Are You a Stage and Screen Aficionado?

If you've always wanted to be on the stage or screen, try **Commercials, Improv, Acting and Filming** with a respected professional who's worked in the business for decades. Prefer to write a scene rather than act in one? **Introduction to Screenwriting**, followed by **Advanced Screenwriting**, might be just the ticket! And if you like funny more than dramatic, try **Stand-up Comedy Workshop with Graduation Show**. You could be the next Seinfeld or Letterman!

See pages 12–13 for more details.

SANTA MONICA COLLEGE

COMMUNITY EDUCATION

SPRING 2019



CONTENTS

PERSONAL INTEREST 4

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



HEALTH & FITNESS 14

Dance | Fitness & Relaxation | Self Development | Sports



TEST PREPARATION..... 15

TOEFL Preparation

PROFESSIONAL DEVELOPMENT 16

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



ON THE NET 23

Driver Education

TO REGISTER..... 24

REGISTRATION FORM 26



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 24/7

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 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.

\$249 | Terri Bromberg
SMC Main Campus, Art 124

Fri 9:00 a.m. – 3:00 p.m. Feb 15 – Mar 22*
*No class on Mar 1.

Fri 9:00 a.m. – 3:00 p.m. Mar 29 – May 3*
*No class on Apr 12.

Fri 9:00 a.m. – 3:00 p.m. May 10 – Jun 7

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, 204

Wed 6:30 p.m. – 9:30 p.m. Feb 20 – Mar 27

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

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 24 – Mar 31

Japanese Calligraphy in Multi-Art Forms

Prerequisite: First time student must complete Introduction of Japanese Calligraphy before enrolling in this class. 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. Mar 2 – Mar 30

Creating Comics & Graphic Novels

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

\$99 | Neal Yamamoto
SMC Bundy Campus, 221

Sat 10:00 a.m. – 12:00 p.m. Mar 2 – Apr 6

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 | Thomas Gin
SMC Main Campus, Art 124

Sat 9:00 a.m. – 1:00 p.m. Mar 2 – Mar 30

Sat 9:00 a.m. – 1:00 p.m. Apr 20 – May 18

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 | Thomas Gin
SMC Main Campus, Art 124

Sat 11:00 a.m. – 3:00 p.m. Mar 2 – Mar 30

Sat 11:00 a.m. – 3:00 p.m. Apr 20 – May 18

Colored Pencil Techniques

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

\$99 | Arlene Weinstock
SMC Emeritus Campus, 205

Tue 6:30 p.m. – 9:00 p.m. Apr 16 – May 21



Mosaic Art

Integrative Art Workshop

NEW! Revisit your creative ability and unlock the fountain of inspiration within you in a very specialized workshop where you will create in each class, and the content is your choice and your discovery. Go beyond gallery trends and explore the arts organically through playing freely and art-making. Each meeting will focus on the work of artists who explored painting, visual journals, and other mixed media, and will include writing and movement to open doors into your inner creativity. Materials fee \$10 at class.

\$139 | Patrisha Thomson
SMC Bundy Campus, 436

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

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, 221

Sat 10:00 a.m. – 12:00 p.m. Apr 20 – May 25

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 27 – May 11

PAINTING

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 16 – Mar 23

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!

\$109 | Freddie Manseau
 SMC Main Campus, Art 220
 Sun 10:00 a.m. – 1:00 p.m. Feb 24 – Mar 31

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 24 – Mar 31

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, 204
 Tue 6:30 p.m. – 9:30 p.m. Feb 26 – Apr 2

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, 436
 Sat 10:00 a.m. – 12:00 p.m. Mar 2 – Mar 23

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.

\$109 | Bryan Ricci
 SMC Main Campus, Art 100
 Sat 10:00 a.m. – 1:00 p.m. Apr 20 – May 25

Crafts

Macramé Bracelet with Sliding Closure

NEW! Everybody wants to learn macramé these days! As you create a trendy bracelet, discover the basics of macramé knotting, how to incorporate beads into your projects, and how to finish up with an adjustable, sliding closure. A wide range of cord and bead choices will be available in class, and you’ll also take home detailed, illustrated instructions for future projects. Bring to class a ruler, scissors, clipboard (if you have one), paper clip, and small towel to work on. Materials fee \$20 at class.

\$39 | Susan Ryza
 SMC Emeritus Campus, 409
 Tue 6:30 p.m. – 9:30 p.m. Feb 19

Zipper Intensive

NEW! *Prerequisite: Sewing Machine Boot Camp class or equivalent experience on the industrial sewing machine.* Find out first-hand how to work with zippers by making a series of practice samples in boot camp fashion. Apply the zipper techniques you learn to a handbag project with three zippers, such as an outside patch pocket with a lapped zipper, an inside pocket with a railroad zipper, and a bag closure with an exposed zipper. Materials fee \$25 at class.

\$159 | Barbara Rain
 SMC Main Campus, Business 107
 Sat 2:30 p.m. – 5:30 p.m. Mar 2 – Mar 23

Jewelry-Making Basics from A to Z

Earrings! Bracelets! Necklaces! Learn how to create your own custom jewelry, as well as repair old pieces. In a hands-on workshop that covers stringing beads, attaching clasps, wire-wrapping and looping, pearl knotting, bead weaving, and chain maille, you’ll make two pieces of jewelry each week, and take

home instructions for future projects. Bring to class a small towel and any jewelry tools you already own. Do NOT buy any new tools until after class discussion, as you may be able to purchase the ones you need in class at discounted prices (about \$6 each). Materials fee \$45 at class.

\$79 | Susan Ryza
SMC Emeritus Campus, 409

Tue 6:30 p.m. – 9:30 p.m. Mar 19 – Apr 2

Collar Sewing Boot Camp

NEW! *Prerequisite: Sewing Machine Boot Camp class or equivalent experience on the industrial sewing machine.* Have trouble sewing collars on your garments? Collars frame the face and add striking style to clothing, so it's important to sew them perfectly. Learn how to use and sew various collar styles: the convertible collar, Mandarin collar, and classic two-piece shirt collar. Then construct an all-purpose sport shirt/Hawaiian-style shirt with the collar of your choice, and give your garment a polished, professional look. Materials fee \$25 at class.

\$159 | Barbara Rain
SMC Main Campus, Business 107

Sat 2:30 p.m. – 5:30 p.m. Mar 30 – Apr 27*
*No class on Apr 13.

Wire-Wrapped Stones!

NEW! Ever wished you could turn a beautiful or personally-meaningful stone into a necklace? Sign up for this hands-on workshop that covers a different wire-wrapping technique each week, and you'll take home three beautiful, personalized necklaces. Bring your own stones or choose from a wide assortment of gemstones in class. You'll also take home detailed, illustrated instructions for future projects. Be prepared to purchase some jewelry tools in class at discounted prices (about \$6 each; NOT included in materials fee). Do NOT buy any new tools until after class discussion. Bring to class a small towel and any jewelry tools you already own. Materials fee \$45 at class.

\$79 | Susan Ryza
SMC Emeritus Campus, 409

Tue 6:30 p.m. – 9:30 p.m. May 7 – May 21

Enrichment

Spring Lecture: Rebels in Frock Coats: Impressionism to Fauvism

NEW! The artists of the late 19th and early 20th centuries redefined the significance of the painted surface in the rapidly changing Parisian art world, pitting traditionalists against newcomers who would turn the art

world upside down. Through lecture and slide illustrations, explore the lives and works of artists within the Impressionist, Post-Impressionist, Symbolist, and Fauvist periods within the context of the socio-political arenas surrounding them.

\$59 | Eleanor Schrader
SMC Main Campus, HSS 165

Sat 10:00 a.m. – 12:00 p.m. Mar 2 – Mar 9

More Mindfulness Meditation

A consistent practice of meditation will bring tremendous benefits to your life, including the ability to de-stress and relax at will, increase concentration and selective attention, and more. Whether you have had previous meditation experience and want to extend and deepen that experience, or you are a beginner exploring meditation to experience clarity and peacefulness, this class offers in-class guided meditations, Q&A, and discussions to clarify the underlying concepts that support the practice of meditation, to help you form and reinforce the mental habits conducive to a meditation practice.

\$99 | Betzi Richardson
SMC Bundy Campus, 440

Wed 7:00 p.m. – 9:00 p.m. Apr 17 – May 22

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 2:00 p.m. – 4:00 p.m. Mar 3 – Mar 24



Basic Organic Gardening

Just for Fun

Practical Tarot – The Minor Arcana

Learn about the Tarot's Minor Arcana and the various meanings and ways to interpret its 56 cards (four suits of 14 cards each). Without memorizing the meanings of each card, discover how variations in the cards' artwork, combined with your own intuitive abilities, can enhance and enrich a Tarot reading. After taking this class, you'll have a better understanding of how the cards of the Minor Arcana can add layers and clarify a Tarot reading. You'll practice what you learn in each class by playing Peter Rosson's "Tarot Profiling Game." If you have a Tarot deck, bring it along to class.

\$99 | Davida Rappaport
SMC Bundy Campus, 436

Tue 6:45 p.m. – 9:45 p.m. Feb 19 – Apr 2
*No class on Mar 19.

Languages

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

Beginning 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.

\$109 | Silvia Masera
SMC Bundy Campus, 435

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

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.

\$109 | Silvia Masera
SMC Bundy Campus, 435

Thu 6:30 p.m. – 9:30 p.m. Apr 18 – May 23

Beginning Italian – Combo, Levels 1 & 2

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

\$189 | Silvia Masera
SMC Bundy Campus, 435

Thu 6:30 p.m. – 9:30 p.m. Feb 14 – May 23*
*No class on Feb 21, Mar 14, Apr 11.

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 which covers the *second* half of our textbook, 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 (ISBN: 978-1-4380-0810-3). Please bring your textbook to our first class.

\$99 | Nicola McGee
SMC Bundy Campus, 239

Tue 6:30 p.m. – 8:30 p.m. Feb 19 – Mar 26

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 which covers the *first* half of our textbook, 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 (ISBN: 978-1-4380-0810-3). Please bring your textbook to our first class.

\$99 | Nicola McGee
SMC Bundy Campus, 239

Tue 6:30 p.m. – 8:30 p.m. Apr 16 – May 21

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, 217

Tue 6:30 p.m. – 9:30 p.m. Feb 19 – Mar 26

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, 217

Wed 6:30 p.m. – 9:30 p.m. Feb 20 – Mar 27

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. Materials fee \$15 at class includes book and CD.

\$109 | Harriette McCauley
SMC Bundy Campus, 435

Sat 11:30 a.m. – 1:30 p.m. Mar 2 – Apr 6

Beginning Conversational French for Travelers – Level 2

Prerequisite: Beginning Conversational French – Level 1. Build on the conversational skills you developed in Level 1. 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 \$15 at class includes book and CD.

\$109 | Harriette McCauley
SMC Bundy Campus, 435

Sat 11:30 a.m. – 1:30 p.m. Apr 20 – May 25

Beginning Conversational French – Combo, Levels 1 & 2

This special combination package is back by popular demand! Sign up for either level—note that Level 2 requires either Conversational French, Level 1 or some familiarity with basic French—but you'll enjoy a substantial discount if you sign up for both

levels at the same time (the courses run consecutively). Materials fee \$30 at class.

\$189 | Harriette McCauley
SMC Bundy Campus, 435

Sat 11:30 a.m. – 1:30 p.m. Mar 2 – May 25*
*No class on Apr 13.

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.**

\$199 | Sarah Olim
SMC Performing Arts Center, 103

WEDNESDAY

- Wed 6:00 p.m. – 6:30 p.m. Feb 13 – Mar 13
- Wed 6:30 p.m. – 7:00 p.m. Feb 13 – Mar 13
- Wed 7:00 p.m. – 7:30 p.m. Feb 13 – Mar 13
- Wed 7:30 p.m. – 8:00 p.m. Feb 13 – Mar 13
- Wed 8:00 p.m. – 8:30 p.m. Feb 13 – Mar 13
- Wed 6:00 p.m. – 6:30 p.m. Mar 20 – Apr 24*
- Wed 6:30 p.m. – 7:00 p.m. Mar 20 – Apr 24*
- Wed 7:00 p.m. – 7:30 p.m. Mar 20 – Apr 24*
- Wed 7:30 p.m. – 8:00 p.m. Mar 20 – Apr 24*
- Wed 8:00 p.m. – 8:30 p.m. Mar 20 – Apr 24*
- Wed 6:00 p.m. – 6:30 p.m. May 1 – May 29
- Wed 6:30 p.m. – 7:00 p.m. May 1 – May 29
- Wed 7:00 p.m. – 7:30 p.m. May 1 – May 29
- Wed 7:30 p.m. – 8:00 p.m. May 1 – May 29
- Wed 8:00 p.m. – 8:30 p.m. May 1 – May 29

*No class on Apr 10.

SATURDAY

- Sat 12:30 p.m. – 1:00 p.m. Feb 16 – Mar 16
- Sat 1:00 p.m. – 1:30 p.m. Feb 16 – Mar 16
- Sat 1:30 p.m. – 2:00 p.m. Feb 16 – Mar 16
- Sat 2:00 p.m. – 2:30 p.m. Feb 16 – Mar 16
- Sat 2:30 p.m. – 3:00 p.m. Feb 16 – Mar 16
- Sat 3:00 p.m. – 3:30 p.m. Feb 16 – Mar 16
- Sat 3:30 p.m. – 4:00 p.m. Feb 16 – Mar 16
- Sat 4:00 p.m. – 4:30 p.m. Feb 16 – Mar 16
- Sat 4:30 p.m. – 5:00 p.m. Feb 16 – Mar 16
- Sat 12:30 p.m. – 1:00 p.m. Mar 23 – Apr 27*
- Sat 1:00 p.m. – 1:30 p.m. Mar 23 – Apr 27*
- Sat 1:30 p.m. – 2:00 p.m. Mar 23 – Apr 27*
- Sat 2:00 p.m. – 2:30 p.m. Mar 23 – Apr 27*

Sat 2:30 p.m. – 3:00 p.m.	Mar 23 – Apr 27*
Sat 3:00 p.m. – 3:30 p.m.	Mar 23 – Apr 27*
Sat 3:30 p.m. – 4:00 p.m.	Mar 23 – Apr 27*
Sat 4:00 p.m. – 4:30 p.m.	Mar 23 – Apr 27*
Sat 4:30 p.m. – 5:00 p.m.	Mar 23 – Apr 27*
Sat 12:30 p.m. – 1:00 p.m.	May 4 – Jun 1
Sat 1:00 p.m. – 1:30 p.m.	May 4 – Jun 1
Sat 1:30 p.m. – 2:00 p.m.	May 4 – Jun 1
Sat 2:00 p.m. – 2:30 p.m.	May 4 – Jun 1
Sat 2:30 p.m. – 3:00 p.m.	May 4 – Jun 1
Sat 3:00 p.m. – 3:30 p.m.	May 4 – Jun 1
Sat 3:30 p.m. – 4:00 p.m.	May 4 – Jun 1
Sat 4:00 p.m. – 4:30 p.m.	May 4 – Jun 1
Sat 4:30 p.m. – 5:00 p.m.	May 4 – Jun 1

*No class on Apr 13.

Intro to Music Theory

Knowing the basics of music theory will help you make a better connection to composition, playing your instrument, and becoming a better musician. Whether you are a composer, play an instrument, or an avid music listener, this intro-level class will give you a clearer understanding of music, so it all starts to make real sense, and you can appreciate and enjoy music on a higher level. We'll cover music element basics, sight reading, key signatures, intervals, understanding scales, basic chord construction, chords in a key, improvisation, and more! 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, 240

Wed 6:30 p.m. – 8:00 p.m. Feb 27 – Apr 3

Beginning Guitar

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

BEGINNING GUITAR – Peter Risi



Love Peter! Great class and informative.

— Jenna-Rose H.



used for those who will be attending the Guitar II class.

\$99 | Peter Risi
SMC Performing Arts Center, 104

Sat 3:30 p.m. – 5:00 p.m. Mar 2 – Apr 6

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, 103

Mon 6:45 p.m. – 8:45 p.m. Mar 4 – Apr 1

Guitar II

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

\$99 | Peter Risi
SMC Performing Arts Center, 104

Sat 3:30 p.m. – 5:00 p.m. Apr 20 – May 25

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!

Beginning Digital Photography

In a hands-on beginning photography workshop, gain an understanding of the basic camera operations of f/stops, shutter speeds, ISO, and white balance while using natural light. Using the HDSLR format, learn the controls and functions of your DSLR camera from in-class demonstrations on exposure, depth-of-field, composition, focusing, metering, motion, and image quality. Weekly assignments—critiqued in class—will focus on specific technical information, then progress into more creative personal projects. A Digital Single Lens Reflex camera (DSLR) or Mirrorless camera with manual focus and exposure capabilities is required. Bring your camera and instruction manual to the first class.

\$109 | Ed Mangus

SMC Main Campus, Business 133

Sat 2:00 p.m. – 5:00 p.m. Feb 23 – Mar 30

Adobe Photoshop for Photography — Mac

Learn how to express your imagination and create your own dreamworlds with Adobe Photoshop. See listing in this schedule's Computer and Internet Courses section for additional details.

\$299 | Ford Lowcock

SMC Main Campus, Business 131

Sat 9:00 a.m. – 1:00 p.m. Mar 9 – Apr 6

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.

\$109 | Ed Mangus

SMC Main Campus, Business 133

Sat 2:00 p.m. – 5:00 p.m. Apr 20 – May 25

Adobe Lightroom – The Essentials on Mac

NEW! In a class that combines hands-on training with instructor assistance, learn how to create a catalog, import images, and

organize and enhance your digital images using Lightroom, and compare Lightroom Classic to Lightroom CC. Find out how to make the most of Lightroom's strength to set up a filing system to find your files easily, create global and localized color adjustments, and make an image that you will be proud to share and to print. **Please note: This class is taught on Mac computers (not PCs), and you will have an individual iMac to work on during class. Bring to class a USB flash drive/memory stick with 10-15 images from a camera (raw files preferred).** Materials fee \$25 at class.

\$129 | Ford Lowcock

SMC Main Campus, Business 131

Sat 9:00 a.m. – 1:00 p.m. Apr 20 – Apr 27

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 21 – May 19

Advanced Digital Photographic Printing Workshop

Prerequisites: Experience in printing your own work (at home/studio or through a pro lab); fairly knowledgeable skill level in Photoshop and/or Lightroom. In a very specialized 2-day workshop, build on your existing skills in Photoshop or Lightroom to create a print with the desired results. If you've ever struggled with creating a print, learn the steps you need to take to produce a print that looks how you intended it to when you took the picture. During the workshop, you will take your images from camera to print with a workflow that leaves nothing to guess about. Enrollment is limited to only eight people, so you will receive detailed attention from your instructor. Whether you are a working photographer, an enthusiast who wants to share your work, or just want prints for your portfolio, this workshop will give you the tools you need to be in charge of it all. Class is taught on MAC, not PC. Materials fee \$65 at class.

\$299 | Ford Lowcock

SMC Main Campus, Business 131

Sat 9:00 a.m. – 3:00 p.m. May 4 – May 11

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, 228

Thu 2:00 p.m. – 5:00 p.m. Feb 21 – Apr 4*

*No class on Mar 14.

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, 228

Thu 2:00 p.m. – 5:00 p.m. Apr 18 – May 23

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.

\$99 | Priscilla Barnstable
SMC Bundy Campus, 440

Sat 3:00 p.m. – 5:00 p.m. Mar 2 – Mar 23

Stand-Up Comedy Workshop with Graduation Show

Hone your skills as a stand-up comic in an exciting hands-on workshop designed for both the absolute beginner as well as those already showcasing around town. The class culminates with a graduation show at the



Stand-Up Comedy Workshop with Graduation Show

Comedy Store, the Word Famous Improv Comedy Club or another venue. Learn all the techniques the pros use for joke writing, finding your comic personae and POV, and making the best choices for connecting with an audience. Also, gain an understanding of the business side of comedy, including the world of sitcom development.

\$129 | Jonathan Solomon
SMC Bundy Campus, 235

Wed 6:30 p.m. – 9:30 p.m. Mar 6 – Apr 24*

*No class on Apr 10.

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, 102

Sat 12:30 p.m. – 3:30 p.m. Mar 9

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, 212

Thu 6:00 p.m. – 8:00 p.m. Apr 18

Writing

Memoir Writing Workshop

In memoir writing, writers have the chance to unleash memories in hopes of discovering a meaningful story that is part of life. The

process of conveying that narrative on paper, however, can prove to be difficult. Explore the variety of memoir structures—including the use of voice, narrative arc, setting, and details—and find out how to identify the most compelling way to tell your story.

\$119 | Anita Gill
SMC Bundy Campus, 436

Mon 6:30 p.m. – 9:30 p.m. Feb 11 – Mar 25*
*No class on Feb 18.

Creative Writing Workshop

In a hands-on writer's workshop, learn how to write, revise, and polish your stories to develop their full potential. Bring your fiction or creative nonfiction work-in-progress and, in a positive and supportive environment, you'll receive meaningful and helpful feedback each week from your instructor, as well as fellow students. Class is limited to a small size for attention, so be sure to register early.

\$139 | Monona Wali
SMC Bundy Campus, 217

Tue 1:00 p.m. – 4:00 p.m. Feb 19 – Mar 26

Tue 1:00 p.m. – 4:00 p.m. Apr 16 – May 28
*No class on May 7.

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, 228

Thu 2:00 p.m. – 5:00 p.m. Feb 21 – Apr 4*
*No class on Mar 14.

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, 228

Thu 2:00 p.m. – 5:00 p.m. Apr 18 – May 23

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 Kaveh Akbar, Nick Laird, Marianne Moore, Lucille Clifton, Charles Bukowski, Wallace Stevens, Steve Smith, and John Ashbery. We'll discuss formal, free verse, and/or experimental poems, depending on the interests of class members. In a supportive setting, take part in reading and writing exercises that will deepen your appreciation of poetry and further your own work. Materials fee \$5 at class.

\$99 | Betzi Richardson
SMC Bundy Campus, 235

Sat 11:00 a.m. – 1:00 p.m. Mar 2 – Apr 6

How to Write Funny

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

\$149 | Jonathan Solomon
SMC Bundy Campus, 235

Thu 6:30 p.m. – 9:30 p.m. Mar 21 – May 16*
*No class on Apr 11.

Creative Writing & Meditation

Meditation and writing bring awareness and help us remember who we are and where we come from. Explore how to connect meditation to writing and how to approach your writing with awareness of the senses, memory, and the imagination. Develop your ability to “pay attention” to the worlds you are creating in your writing, and discover how meditation and writing complement and help each other. Bring your work to class and discuss the writing that is before you, what is on the page, and how its potential might expand and fully come to life.

\$109 | Nathalie Kramer
SMC Bundy Campus, 436

Thu 6:30 p.m. – 9:30 p.m. Apr 18 – May 23



CO-REC Sunday Play at SMC Pavilion

Badminton & Table Tennis

Beginning and Intermediate Levels

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

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

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

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

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"!

\$119 | Jackline Daneshrad
SMC Emeritus Campus, 304

Tue 6:00 p.m. - 7:00 p.m. Feb 19 - Apr 16*
**No class on Mar 19, Mar 26, Apr 9.*

Tue 6:00 p.m. - 7:00 p.m. Apr 23 - May 28

Adult Ballet I

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

\$139 | Cynthia Molnar
SMC Performing Arts Center, 102

Mon 7:00 p.m. - 8:15 p.m. Feb 25 - Apr 1

Mon 7:00 p.m. - 8:15 p.m. Apr 15 - May 20

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.

\$119 | Jackline Daneshrad
SMC Emeritus Campus, 304

Wed 6:00 p.m. - 7:00 p.m. Feb 20 - Apr 17*
**No class on Mar 20, Mar 27, Apr 10.*

Wed 6:00 p.m. - 7:00 p.m. Apr 24 - May 29

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, 123
Sat 9:30 a.m. – 5:30 p.m. Apr 6

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, 123
Sat 9:30 a.m. – 5:30 p.m. Apr 27

Sports

Basketball for the Rest of Us

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

\$129 | Richard Hoffman
SMC Main Campus, Gym 100
Wed 7:15 p.m. – 8:15 p.m. Feb 20 – May 15*
*No class on Apr 10.



Basketball for the Rest of Us

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, 235
Tue 6:30 p.m. – 9:30 p.m. Feb 19 – Mar 26

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

register for classes
ONLINE

at commed.smc.edu

PROFESSIONAL DEVELOPMENT

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

Aviation

Commercial Drone Pilot Training

Prerequisites: Must be 18 years or older with at least a high school diploma or equivalent.

Looking for a truly modern career? Become a commercial drone pilot! Prepare for the FAA exam to become a Remote Pilot in Command (RPIC), learn hands-on how to pilot small Unmanned Aerial Systems (sUAS), and train in an externship providing real-life situations with established Commercial sUAS operators. This program is designed to prepare you to perform the duties of a Commercial RPIC required in any commercial drone setting, such as public safety, cinematic, realty, construction, transportation, and surveying. This unique 3-part program consists of:

Part I: FAA Part 107 RPIC Exam Course: A 21-hour lecture preparation for the FAA Part 107 Remote Pilot in Command Exam;

Part II: sUAS Pilot Training Course: A 16-hour "hands-on" training course in piloting sUAS;

Part III: Externship: A 120-hour externship assisting established Commercial sUAS operators in real-life situations, to be scheduled and completed within 6 months after successful completion of Part 1&2.

To pass this program, you must score a minimum of 70 percent on the final exam (FAA Part 107 Exam). A certificate of completion is awarded upon successful completion of the 3-part course. Course includes all classroom lab materials and textbooks.

\$1,700 | Flying Lion, Inc. Staff

Info Session: SMC Bundy Campus, 123
Sat 10:00 a.m. – 2:00 p.m. Feb 2

Part I: SMC Bundy Campus, 216
Sat 8:00 a.m. – 4:00 p.m. Feb 16 – Mar 2

Part II: SMC Main Campus, Gym 100
Sat 8:00 a.m. – 5:00 p.m. Mar 9 – Mar 16

Part III: 120-hour Externship

Business and Finance

Property Management-Residential, Commercial, Industrial

Are you interested in entering the property management business, or a current manager looking to update your skill set? In a class designed to give you an overview of the property management business, learn about the residential, commercial, and industrial business sectors. Also, gain a management perspective from a property owner managing a single property, an investor managing a portfolio, and a property manager representing an owner as a third-party manager. The course is aimed to educate beginners and mid-level professionals who are interested in entering the property management business or exiting managers looking to update their skill set. Materials fee \$20 at class.

\$199 | Doneya Adams
SMC Bundy Campus, 213

Sat 9:00 a.m. – 4:00 p.m. Apr 20 – Apr 27

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, 216

Wed-Thu 6:00 p.m. – 9:00 p.m.
May 15 – May 16

Certificate Program

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

Learn the skill and art of conflict resolution in a class for anyone who needs or wants a practical understanding of how to resolve disputes. Explore the fundamentals of negotiation, mediation, and arbitration, also known as Alternative Dispute Resolution (ADR). Whether you need to manage disagreements

among co-workers, gain confidence in your ability to negotiate with others, or smile at the thought of bringing peace to the family dinner table, this class is for you. You will learn the theory behind effectively negotiating, mediating, and/or arbitrating disputes and spend a significant part of each class applying those theories through role-playing exercises. A certificate of completion is awarded upon satisfactorily completing the course.

Week 1: Legal Systems and Basics of Dispute Resolution Gain the foundation you need to understand how ADR processes work by learning about legal systems throughout history and the world, in-depth information about the U.S. federal and state legal systems, and the hierarchies of authority that guide how disputes are resolved in this country. Also, learn a process for organizing case facts and identifying issues that will probably have to be resolved to fix the problem being addressed.

Week 2: Negotiation Prepare yourself for all kinds of situations and personalities by learning the three different types of negotiations: hard bargaining, soft bargaining, and principled negotiation. Then practice what you learn through role-playing exercises where you will be the negotiator.

Week 3: Mediation Learn the three types of mediation — facilitative, evaluative, and transformative — and participate in a team exercise in which you will be the mediator.

Week 4: Arbitration Discover how the arbitration process works by learning how to spot case issues, make opening arguments, question witnesses, and make closing arguments. Then put that information into practice by being on a trial team that conducts an in-class arbitration.

Week 5: Lawsuits and ADR Careers Learn how Superior Court trials work and find out how non-lawyers can become professional mediators and/or arbitrators/hearing officers.

\$299 | Robert Klepa
SMC Bundy Campus, 217

Thu 6:30 p.m. – 9:30 p.m. Apr 18 – May 16

Computer and Internet Courses

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 | Paula McIntosh
SMC Bundy Campus, 127

Sat 12:30 p.m. – 4:30 p.m. Feb 23 – Mar 9

Adobe Photoshop for Photography – Mac

Learn how to express your imagination and create your own dreamworlds with Adobe Photoshop. Explore digital imaging and the basic principles of photographic control and manipulation, and find out how to turn ordinary photographs into works of art. **Please note: This class is taught on Mac computers (not PCs) and focuses on applications for photography instead of graphic design. Student will have an individual Mac to work on during class.** Materials fee \$25 at class.

\$299 | Ford Lowcock
SMC Main Campus, Business 131

Sat 9:00 a.m. – 1:00 p.m. Mar 9 – Apr 6

Basics of MS Excel – Navigate and Simple Formula

In a truly introductory class, learn how to use Excel. Start with an overview of the menus and the “ribbon,” and find out how to navigate around a spreadsheet, enter simple data, write simple formulas, and work with lists. Then, learn how to format spreadsheets to make your data stand out and look great, and how to work with text, sort and filter lists, create tables, and more! Then put your new skills to work as you create a simple household budget. You will have an individual computer to work on during class, along with a template you can download and work in during class, and a cheat sheet with keyboard shortcuts.

\$129 | Seth David
SMC Bundy Campus, 127

Sat 9:00 a.m. – 4:00 p.m. May 4

Intermediate MS Excel – Formatting Data like a Pro!

In a follow-up class to Basics of MS Excel, get a quick review of basic formatting, and find out about conditional (if/then) and two-color formatting. Also, learn how to write a selection of advanced formulas, and how to work with named ranges and using names in formulas. You will have an individual computer to work on during class.

\$129 | Seth David
SMC Bundy Campus, 127

Sat 9:00 a.m. – 2:00 p.m. May 11

Advanced MS Excel – Working with Databases, Pivot Tables and Pivot Charts

In a follow-up class to Intermediate MS Excel, continue building your skills as you learn how to use filters, how to work with subtotals, how to link data to a drop-down menu, how to create Sumif formulas, and how to make the most of pivot tables and pivot charts to take large volumes of data and summarize them in seconds, giving you valuable information efficiently. You will have an individual computer to work on during class.

\$129 | Seth David
SMC Bundy Campus, 127

Sat 9:00 a.m. – 2:00 p.m. May 18

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 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, 216

Tue 6:30 p.m. – 9:30 p.m. Mar 12

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, 216

Wed 6:30 p.m. – 9:30 p.m. Mar 13

Entrepreneurial Training

BOOKKEEPING

Bookkeeping Essentials

Are you an entrepreneur, manager, or investor? Sign up for this intensive three-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, 213

Sat 9:00 a.m. – 12:00 p.m. Feb 23 – Mar 9

BUSINESS PLANNING

Creating A Successful Business

Do you have an idea that you want to turn into a profitable business venture? Learn how to scrub your idea properly BEFORE you invest time and money in a full-on business plan. Lay the groundwork by identifying the “problem” your idea solves and who’s buying. Learn about small business management principles, pricing of goods and services, impacts on time, money, and quality of life, and more. You’ll get an electronic workbook and spreadsheets, follow-on email assistance, and will leave with a working template to create a successful business. Materials fee \$20 at class.

\$59 | Gerald Anderson
West Los Angeles College, TBA

Sat 9:00 a.m. – 12:00 p.m. Mar 9 – Mar 16

Creating A Business Plan

Whether just getting started or already in business, developing a sound business plan is essential for obtaining many types of financing and helps evaluate opportunities. Find out how to go about creating one. Learn about revenue, direct costs, margins and overhead. Other topics include defining market opportunities, unique selling advantages, marketing strategies, management structure, and financial projections. You’ll get an electronic workbook and spreadsheets, follow-on email assistance, and will leave with a working

template to create a successful business plan. Materials fee \$20 at class.

\$59 | Gerald Anderson

West Los Angeles College, TBA

Sat 9:00 a.m. – 12:00 p.m. Apr 6 – Apr 13

Business Financial Management for Non-Accountants

This course is developed and presented by SBDC Business Advisors and Small Business Bankers. Topics of discussion include: small business financing opportunities; key components of current and successful Small Business loan applications. You will learn specific actions you can take immediately to shore up your bottom line, enhance backability, and improve overall performance and cash flow. Materials fee \$20 at class.

\$59 | Gerald Anderson

West Los Angeles College, TBA

Sat 9:00 a.m. – 12:00 p.m. May 4 – May 11

QUICKBOOKS

QUICKBOOKS I & II

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

Please note: This class is for QuickBooks Desktop version, and not for QuickBooks Online.

Series Pricing: \$219*/two classes; \$99/class

**Includes certificate fee. Does not include materials fees.*

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. **Please Note: This class is for QuickBooks Desktop version, and not for Quickbooks Online. Students interested in taking the class must possess basic computer skills. Students will have individual PC computer to work on, please do not bring laptops to the class.** Materials fee \$10 at class.

\$99 | Jennifer McIntosh

SMC Bundy Campus, 127

Sat 9:00 a.m. – 4:00 p.m. Mar 23

QuickBooks: The Next Step, Part II

If you have already taken the beginning QuickBooks class—or know how to use basic functions such as write checks and add, edit, and delete customers, vendors, employees, accounts, and items—prepare to go to The Next Step! Learn how to prepare estimates, use credit cards for purchases, reconcile credit card accounts, set up bank accounts, and apply credits to invoices. **Please Note: This class is for QuickBooks Desktop version, and not for Quickbooks Online. Students interested in taking the class must possess basic computer skills. Students will have individual PC computer to work on, please do not bring laptops to the class.** Materials fee \$10 at class.

\$99 | Jennifer McIntosh

SMC Bundy Campus, 127

Sat 9:00 a.m. – 4:00 p.m. Mar 30

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. **Please Note: This class is for QuickBooks Desktop version, and not for Quickbooks Online. Students will have individual PC computer to work on, please do not bring laptops to the class.** Materials fee \$10 at class.

\$99 | Jennifer McIntosh

SMC Bundy Campus, 127

Sat 9:00 a.m. – 4:00 p.m. Apr 6

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. **To check if you are eligible for State Training Funds visit our ETPL web page at: updateurskills.com/ETPL.html.** 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, 217

Sat 9:00 a.m. – 3:30 p.m. Feb 23 – Apr 20*
*No class on Apr 13.

EXAMINATION

Sat 9:00 a.m. – 12:00 p.m. Apr 27
SMC Bundy Campus, 127

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, 123

Sat 9:30 a.m. – 5:30 p.m. Apr 6

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, 123

Sat 9:30 a.m. – 5:30 p.m. Apr 27

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, 228

Wed 6:30 p.m. – 9:00 p.m. Feb 27 – Mar 20

Investment Bootcamp

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

\$49 | Caroline Rakness
SMC Bundy Campus, 216

Wed 6:30 p.m. – 9:00 p.m. Mar 20

Women & Investing

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

ONLINE LEARNING

the solution for today's busy adult

Convenient – Affordable – Effective

COURSES START: Jan 16, Feb 13, Mar 13, Apr 17, and May 15

Take a course on topics ranging from A-Z Grant Writing to Photography to Web Design and more all from the comfort of your home or office at times that are convenient for you. Each course features a knowledgeable and caring instructor, lively discussions with your fellow students, and practical information that you can put to immediate use.

For more information, visit ed2go.com/smcce



\$49 | Caroline Rakness
SMC Bundy Campus, 216

Thu 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 4:00 p.m. with the exam directly following. Materials fee \$35 at class.

\$99 | Carrie Christensen
SMC Bundy Campus, 212

Sat 8:00 a.m. – 6:00 p.m. Apr 20

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 4:15 p.m. to 5 p.m. The exam will be from 5 p.m. to 6 p.m. Exam seating limited — seats will be assigned to those registered first. Materials fee \$35 at class.

\$50 | Carrie Christensen
SMC Bundy Campus, 212

Sat 12:45 p.m. – 6:00 p.m. Apr 20

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.

Eligible Training Provider List

STUDY ONLINE OR IN A CLASSROOM

E

T

P

L

You could be eligible for State funding for career training!

Santa Monica College is a certified ETPL* provider.

Let us be your destination for your employment training needs.
Make a commitment to make your dream job a reality.

ETPL Process

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

ETPL Training Courses offered through SMC Community Education

Social Media Marketing
Web Analytics

Online Marketing Certified Practitioner (OMCP) Certification

* The Eligible Training Provider List was established in compliance with the Workforce Investment Act (WIA) of 1998 and amended by the Workforce Innovation and Opportunity Act (WIOA) of 2014 to provide customer-focused employment training resources for qualifying adults and dislocated workers.



update your skills

COMMUNITY EDUCATION • SMC

updateURskills.com

310-434-3402

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.

\$269 | John Anderson
SMC Bundy Campus, 428

Mon 6:30 p.m. – 9:30 p.m. Feb 11 – Jun 10*
*No class on Feb 18, Apr 8, May 27.

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.

\$269 | John Anderson
SMC Bundy Campus, 428

Wed 6:30 p.m. – 9:30 p.m. Feb 13 – May 29*
*No class on Apr 10.

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 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.

\$269 | Ronald Vitale
SMC Bundy Campus, 428

Thu 6:30 p.m. – 9:30 p.m. Feb 14 – Jun 6*
*No class on Mar 14, Apr 11.

ON THE NET

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. A certificate of completion is awarded upon successfully completing the course and passing the exam. Open to both Windows PC and Mac users. Go to smc.driversedonline.com to register for this class.

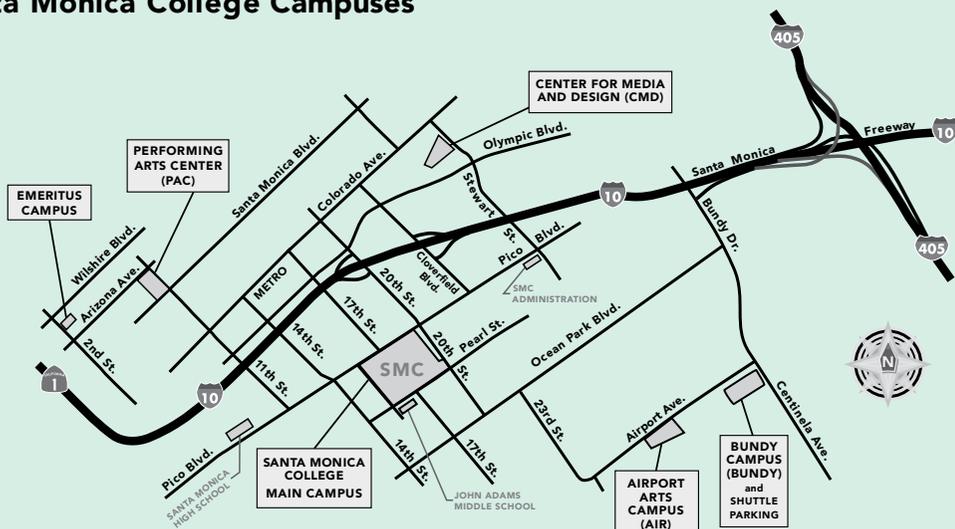
Open start date Fee: \$29.50

Traffic School Online!

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

Open start date Fee: \$29.97

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 email 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 February 17–18, March 1, 14, April 8–14, and May 26–27.

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.

SMC Center for Media and Design –
1660 STEWART ST.
PERMIT/PAID PARKING – Parking at SMC’s Center for Media and Design requires a decal at any hour Monday through Friday. 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.

Disclaimer: While we strive to maintain accurate and up-to-date information on parking at the college, please understand that the parking policies for Santa Monica College can change without notice. All parking regulations are created and enforced by the Santa Monica College Campus Police and anyone parking on the college’s property is advised to read and adhere to all posted signs. Ultimately, it is the responsibility the individual to read, fully understand, and abide by the regulations set by our parking enforcement.

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, will not be accepted. 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.

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.

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 prior to the start of your class.

SMC ADMINISTRATION AND STAFF

Dr. Kathryn E. Jeffery,
Superintendent/President
Dr. Jennifer Merlic, Vice President of
Academic Affairs
Michelle King, Director, Career &
Contract Education

SMC COMMUNITY EDUCATION STAFF

Alice Meyering, Tymia Yancy

Schedule prepared by SMC Office of Marketing

SMC BOARD OF TRUSTEES

Dr. Margaret Quiñones-Perez, Chair;
Dr. Nancy Greenstein, Vice Chair;
Dr. Susan Aminoff; Dr. Louise Jaffe;
Rob Rader; Dr. Sion Roy; Barry A. Snell;
Alexandria Boyd, 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

MORE WAYS TO INVEST IN YOURSELF. CHECK US OUT!!



Commercial Drone Pilot Course

Sign up for a unique three-part program that trains you to pilot drones, a technology that is fast becoming a trend in industries such as law enforcement, search and rescue, and more! Part I prepares you for the exam to acquire the FAA Part 107 RPIC license. Part II provides hands-on flying experience, and Part III offers an externship that provides on-the-job training using drones in real-world situations. Become a Commercial Drone Pilot!

Part I: Sat 8:00 a.m. – 4:00 p.m. Feb 16 – Mar 2 SMC Bundy Campus, 216

Part II: Sat 8:00 a.m. – 5:00 p.m. Mar 9 – Mar 16 SMC Main Campus, Gym 100

Part III: 120-hour Externship

Our annual Open House will be held on February 2 from 10 a.m. to 2 p.m. at the SMC Bundy Campus, Room 216. Come meet our drone-piloting course instructor in person, get answers to your questions, and receive a discount on classes you sign up for that day!

See page 16 for more details.

“Photography takes an instant out of time, altering life by holding it still.” – Dorothea Lange

It's time for our fifth annual SMC Community Education Photo Contest, and you still have time to participate. Take our **Beginning Digital Photography** class followed by **Intermediate Photography** to develop your photo basics. In addition, Community Education offers other highly coveted classes, including **Black & White Printing Refresher**, **Adobe Photoshop for Photography**, **Adobe Lightroom – The Essentials**, all in this semester. Don't miss out! Go to commed.smc.edu and sign up today!

See pages 10–11 for more details.

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 2019 CLASSES

SMC Community Education 5TH 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 fifth 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 2019 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 2019 class schedule.

Deadline is May 6, 2019!

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 2019 now! Complete the registration form on page 26 to get started today.

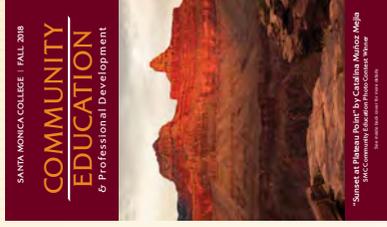
Go to commmed.smc.edu and sign up TODAY!

SANTA MONICA COLLEGE

COMMUNITY EDUCATION

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

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



Fall 2018 Contest Winner