

SANTA MONICA COLLEGE | SPRING 2020

COMMUNITY EDUCATION

& Professional Development



Let Us Give You a Hand to Expand Your Horizons!

Welcome the New Decade with a Commitment to Learning!

Commit to Being Artful!

Want to be more artful but don't know where to start? No problem. Get started with **Introduction to Drawing**. This popular class will help give you a foundation for other artforms, from **Stone Carving** to **Creating Comics & Graphic Novels**. Looking for something more exotic? Our **Introduction to Japanese Calligraphy** prepares novices to this Asian artform for **Japanese Calligraphy in Multi-Art Forms**, where you'll explore a whole new world in unexpected ways. Put it all together in our **Integrative Art Workshop!** Discover a new dimension of "art-making" organically as you play freely with several forms of expression that will get your creative juices flowing.

See pages 4–6 for more details.

Commit to Making Music!

Music is the salve for the soul: Take our **Introduction to Music Theory** class if you want to understand how music works. For those who are more hands-on, come on in and learn to strum a tuneful rhythm in **Beginning Guitar** or **One-on-One Piano**. Want to hit the notes properly in your singing? Give **Contemporary Singing Techniques** a try. These popular classes sell out regularly so register early!

See pages 9–10 for more details.



Basic Organic Gardening

Commit to Being Well!

Don't let your New Year's resolutions fall by the wayside! Start the new decade right by joining one of our fitness classes, like **Total Body Workout**. If you want to move to a "beat," **Beginning Modern Dance** or **Cardio Salsa** might be right up your alley. No prior dance experience required. For something more athletic, give **Basketball for the Rest of Us** a try. Wellness isn't limited to the body. Center your mind with our **More Mindfulness Meditation** and stay grounded, or get close to the earth, literally, by planting a garden with our **Basic Organic Gardening 101**. Finally, give the gift of health to those around you with **Reiki I & II**, where the healing energy of your hands can be used as a source of healing that will bring a smile to those you touch.

See pages 8, 12–13 for more details.

Commit to Doing Business!

Bring that business idea you've had to fruition with **Creating a Business Plan** and **Creating a Successful Business**. Then learn some essential tools, such as **Bookkeeping Essentials**, **QuickBooks**, or **Microsoft Excel** to work on your financials! Another helpful skill to acquire, whether in the business arena or the personal, is explored in **Alternative Dispute Resolution (ADR)**.

See page 14–16 for more details.



SANTA MONICA COLLEGE

COMMUNITY EDUCATION

SPRING 2020



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ABOUT COMMUNITY EDUCATION

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

OFFICE LOCATION

SMC Community Education
SMC Emeritus Campus
1227 2nd Street
Santa Monica, CA 90404

HOW TO REGISTER FOR CLASSES:



ONLINE 24/7

commed.smc.edu



PHONE

310-434-3400,
option 2



EMAIL

CommEd@smc.edu

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.

Integrative Art Workshop

Revisit your creative abilities and unlock the fountain of inspiration within you in a very specialized workshop integrating art, writing, and movement. Explore the arts and your own creativity organically through playing freely with art-making. Each meeting will focus on artists who explored painting and other media, and will include movement to give expression to what the artist in you wants to say. Materials fee \$10 at class.

\$139 | Patrisha Thomson
SMC Bundy Campus, 436

Wed 6:30 p.m. – 9:30 p.m. Feb 19 – Apr 1*
*No class on Mar 18.

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 21 – Mar 27*
*No class on Mar 6.

Fri 9:00 a.m. – 3:00 p.m. Apr 3 – May 8*
*No class on Apr 17.

Fri 9:00 a.m. – 3:00 p.m. May 15 – Jun 12

Creating Comics & Graphic Novels

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

\$99 | Neal Yamamoto
SMC Bundy Campus, 221

Sat 10:00 a.m. – 12:00 p.m. Feb 29 – Apr 4

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. Mar 1 – Apr 5

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 1:00 p.m. – 3:00 p.m. Apr 25 – May 30



The Art of Glass Fusing

Creating Comics & Graphic Novels, Part II

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

\$99 | Neal Yamamoto

SMC Bundy Campus, 221

Sat 10:00 a.m. – 12:00 p.m. Apr 25 – May 30

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 22 – Mar 28

Paint Anything!

Join us for a fast-paced, energetic course in the wonders of making paintings! If you are a beginning or intermediate painter, explore how to use multiple painting mediums—watercolor and gouache, or acrylic and oil paints—or focus on working with the medium of your choice. Learn about a new method of painting each week, and discover how to use new or non-art materials like liquid masking fluid, spraypaint, enamel, and collage, just to add some fun! We have a rapidly forming community of painters who are excited to get to know you.

\$109 | Bryan Ricci

SMC Main Campus, Art 100

Sat 10:00 a.m. – 1:00 p.m. Feb 29 – Apr 4

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



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

mix paint and match color, and the process of building the surface.

\$109 | Todd Carpenter

SMC Emeritus Campus, 204

Tue 6:30 p.m. – 9:30 p.m. Feb 25 – Apr 7*

*No class on Mar 10.

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 2:30 p.m. – 5:30 p.m. Feb 29 – Mar 28

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 2:30 p.m. – 4:30 p.m. Apr 25 – May 9

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. Mar 1 – Apr 5

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. Mar 1 – Apr 5

DRAWING

Introduction to Basic Drawing

Learn how to compose with line, shape, tone, and color in a class designed to introduce you to the basics of drawing from life. Using still-life setups and our environment as sources of visual inspiration, you'll find out how to work with perspective, positive and negative shape, and texture as you explore the use of traditional drawing materials. A great class for beginners!

\$109 | Freddie Manseau
SMC Emeritus Campus, 204

Wed 6:30 p.m. – 9:30 p.m. Feb 26 – Apr 1

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 21 – May 26

COLORED PENCIL TECHNIQUES AND DRAWING – Arlene Weinstock

“

The techniques I have learned have helped me expand and practice skills.

— Student

”

Crafts

Zipper Intensive

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. Feb 29 – Mar 21

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 24 – Apr 7

Collar Sewing Boot Camp

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 28 – Apr 25*

*No class on Apr 18.

register for classes
ONLINE

at commed.smc.edu

Enrichment

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, 428

Wed 7:00 p.m. – 9:00 p.m. Feb 19 – Mar 25

SPRING LECTURE SERIES

Spring Lecture Series: Masters in Glass

NEW! The glasswork of the Art Nouveau and Art Deco periods is among the most elegant and extravagant in decorative art history. Some of the most famous and prolific glass designers of the late 19th and early 20th centuries such as Louis Comfort Tiffany, Emile Gallé, and René Lalique exemplify the outstanding contributions made to works of art in glass during these time periods. Their opulent designs in vases, lamps, stained glass, and other *objets d'art* set artistic standards in creativity, beauty, and luxury in the art of glassmaking. This illustrated lecture will also explore the lives of these artists as trendsetters surrounded by the social and artistic influences of the periods in which they lived.

\$39 | Eleanor Schrader
SMC Main Campus, Stromberg Hall HSS 165
Sat 10:00 a.m. – 12:00 p.m. Feb 29

Spring Lecture Series: Early 20th Century Women Designers

NEW! Women designers of the early 20th century had a profound influence on the way we perceive, experience, and enjoy our built environments, interiors, and decorative objects. This illustrated lecture explores the work and influence of such designers and architects as Elsie de Wolfe, Julia Morgan, Eileen Gray, Lilly Reich, and others. Their lives and the beauty of their enduring designs are documented within the context of the social and political issues they faced, as they left their unmistakable imprint upon 20th-century design.

\$39 | Eleanor Schrader
SMC Main Campus, Stromberg Hall HSS 165
Sat 10:00 a.m. – 12:00 p.m. Mar 7

Spring Lecture Series: The Western Works of Frank Lloyd Wright

NEW! Frank Lloyd Wright's love affair with the Western part of the United States embodied a symbolic interaction between art, humans, and nature in his buildings. Moved by an environment so different from the context of his earlier works, he conceived works in the states of Arizona, California, Idaho, Montana, Oregon, Utah, Washington, and Wyoming. From his choice of concrete block construction to his utilization of natural desert forms, his Western work constitutes a continuation of his forms of the grammar of the built environment. Through lecture and slide illustration, this course explores the architecture and interiors of the 50-year period that Wright worked in the West, set against the backdrop of his personal life and the stories behind these structures.

\$39 | Eleanor Schrader
SMC Main Campus, Stromberg Hall HSS 165
Sat 10:00 a.m. – 12:00 p.m. Mar 14

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



Spring Lecture Series: 20th-Century Art, Hearst Castle

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 1 – Mar 22

Just for Fun

Practical Tarot – The Major Arcana

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

\$99 | Davida Rappaport
SMC Bundy Campus, 436

Tue 6:45 p.m. – 9:45 p.m. Mar 17 – Apr 28*
*No class on Apr 14.

Languages

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

Accent Reduction – American English

Do people often ask you to repeat what you've said? Is a thick accent preventing you from advancing professionally? In an interactive, information-packed course 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, 217

Tue 6:30 p.m. – 8:30 p.m. Feb 18 – Mar 31*
*No class on Mar 10.

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, 217

Tue 6:30 p.m. – 8:30 p.m. Apr 21 – May 26

Italian for Continuing Students

Do you have a basic knowledge of Italian? Come practice and improve your understanding of Italian, and develop your confidence speaking it. Expand your language skills and vocabulary as you use Italian to converse about family, friends, traveling, and interests, as well as to describe present and past events. Materials fee \$12 at class.

\$129 | Silvia Masera
SMC Bundy Campus, 440

Mon 6:30 p.m. – 9:30 p.m. Mar 2 – Apr 6

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 \$12 at class.

\$109 | Silvia Masera
SMC Bundy Campus, 435

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

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 \$12 at class.

\$109 | Silvia Masera
SMC Bundy Campus, 435

Thu 6:30 p.m. – 9:30 p.m. Apr 23 – May 28

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 \$12 at class.

\$189 | Silvia Masera
SMC Bundy Campus, 435

Thu 6:30 p.m. – 9:30 p.m. Mar 5 – May 28*

*No class on Apr 16.

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 19 – Mar 18

Wed 6:30 p.m. – 7:00 p.m. Feb 19 – Mar 18

Wed 7:00 p.m. – 7:30 p.m. Feb 19 – Mar 18

Wed 7:30 p.m. – 8:00 p.m. Feb 19 – Mar 18

Wed 8:00 p.m. – 8:30 p.m. Feb 19 – Mar 18

Wed 6:00 p.m. – 6:30 p.m. Mar 25 – Apr 29*

Wed 6:30 p.m. – 7:00 p.m. Mar 25 – Apr 29*

Wed 7:00 p.m. – 7:30 p.m. Mar 25 – Apr 29*

Wed 7:30 p.m. – 8:00 p.m. Mar 25 – Apr 29*

Wed 8:00 p.m. – 8:30 p.m. Mar 25 – Apr 29*

Wed 6:00 p.m. – 6:30 p.m. May 6 – Jun 3

Wed 6:30 p.m. – 7:00 p.m. May 6 – Jun 3

Wed 7:00 p.m. – 7:30 p.m. May 6 – Jun 3

Wed 7:30 p.m. – 8:00 p.m. May 6 – Jun 3

Wed 8:00 p.m. – 8:30 p.m. May 6 – Jun 3

*No class on Apr 15.

SATURDAY

Sat 11:30 a.m. – 12:00 p.m. Feb 22 – Mar 21

Sat 12:00 p.m. – 12:30 p.m. Feb 22 – Mar 21

Sat 12:30 p.m. – 1:00 p.m. Feb 22 – Mar 21

Sat 1:00 p.m. – 1:30 p.m. Feb 22 – Mar 21

Sat 1:30 p.m. – 2:00 p.m. Feb 22 – Mar 21

Sat 2:00 p.m. – 2:30 p.m. Feb 22 – Mar 21

Sat 2:30 p.m. – 3:00 p.m. Feb 22 – Mar 21

Sat 3:00 p.m. – 3:30 p.m. Feb 22 – Mar 21

Sat 3:30 p.m. – 4:00 p.m. Feb 22 – Mar 21

Sat 4:00 p.m. – 4:30 p.m. Feb 22 – Mar 21

Sat 4:30 p.m. – 5:00 p.m. Feb 22 – Mar 21

Sat 11:30 a.m. – 12:00 p.m. Mar 28 – May 2*

Sat 12:00 p.m. – 12:30 p.m. Mar 28 – May 2*

Sat 12:30 p.m. – 1:00 p.m. Mar 28 – May 2*

Sat 1:00 p.m. – 1:30 p.m. Mar 28 – May 2*

Sat 1:30 p.m. – 2:00 p.m. Mar 28 – May 2*

Sat 2:00 p.m. – 2:30 p.m. Mar 28 – May 2*

Sat 2:30 p.m. – 3:00 p.m. Mar 28 – May 2*

Sat 3:00 p.m. – 3:30 p.m. Mar 28 – May 2*

Sat 3:30 p.m. – 4:00 p.m. Mar 28 – May 2*

Sat 4:00 p.m. – 4:30 p.m. Mar 28 – May 2*

Sat 4:30 p.m. – 5:00 p.m. Mar 28 – May 2*

Sat 11:30 a.m. – 12:00 p.m. May 9 – Jun 6

Sat 12:00 p.m. – 12:30 p.m. May 9 – Jun 6

Sat 12:30 p.m. – 1:00 p.m. May 9 – Jun 6

Sat 1:00 p.m. – 1:30 p.m. May 9 – Jun 6

Sat 1:30 p.m. – 2:00 p.m. May 9 – Jun 6

Sat 2:00 p.m. – 2:30 p.m. May 9 – Jun 6

Sat 2:30 p.m. – 3:00 p.m. May 9 – Jun 6

Sat 3:00 p.m. – 3:30 p.m. May 9 – Jun 6

Sat 3:30 p.m. – 4:00 p.m. May 9 – Jun 6

Sat 4:00 p.m. – 4:30 p.m. May 9 – Jun 6

Sat 4:30 p.m. – 5:00 p.m. May 9 – Jun 6

*No class on Apr 18.

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: 97808811881394). *This book can also be*

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

\$109 | Peter Risi
SMC Performing Arts Center, 104
Sat 1:00 p.m. – 2:30 p.m. Feb 29 – Apr 4

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 | Lyle Heather
SMC Performing Arts Center, 103
Thu 6:45 p.m. – 8:45 p.m. Mar 26 – Apr 30*
*No class on Apr 16.

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).

\$99 | Peter Risi
SMC Bundy Campus, 440
Wed 6:30 p.m. – 8:00 p.m. Apr 22 – May 27

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).

\$109 | Peter Risi
SMC Performing Arts Center, 104
Sat 1:00 p.m. – 2:30 p.m. Apr 25 – May 30

Photography

Please also see listing in the Computer and Internet Courses of this schedule.

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!

Adobe Lightroom – The Essentials on Mac

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 \$45 at class.

\$269 | Ford Lowcock
SMC Main Campus, Business 131
Sat 9:00 a.m. – 1:00 p.m. Feb 29 – Mar 21

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 HDLSR 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 29–Apr 4

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. Mar 1–Mar 29

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 25–May 30

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 26–May 31*
*No class on May 24.

Stage & Screen

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 Comedy Store, the World 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 4–Apr 29*
*No class on Apr 8, Apr 15.

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. Apr 4

An Introduction to Voiceovers

Prerequisite: Must be age 18 or over. Explore the voiceover industry! Discover current trends, opportunities, and tools you need to find success in the business. Read a real script and receive coaching from a professional working voice actor from Voices For All to improve your delivery. You will receive a professional voiceover evaluation later. This is a one-time, two-hour, introductory class.

\$49 | Voices for All Staff
SMC Bundy Campus, 212
Wed 6:00 p.m. – 8:00 p.m. May 6

Writing

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, Stevie Smith, and John Ashbery. We'll discuss formal, free verse, and/or experimental poems, depending on the interests of class members. In a supportive setting, take part in reading and writing exercises that will deepen your appreciation of poetry and further your own work. Materials fee \$5 at class.

\$99 | Betzi Richardson
SMC Bundy Campus, 235

Sat 11:00 a.m. – 1:00 p.m. Feb 22 – Mar 28

Painting Your Imagination with Words

You can write. This class is designed to enhance your creativity and imagination and help you find your unique writing voice. You will develop skills such as 5-sense description, engaging dialogue, dynamic characterization and you'll learn how to conquer writers' block. Whether interested in writing short stories for your own enjoyment or a memoir or novel for publication, you're sure to surprise yourself by the work you'll be creating.

\$109 | Jasmyne Boswell
SMC Bundy Campus, 436

Mon 6:30 p.m. – 9:30 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 prose, screenplays, sitcoms, 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. The workshop is designed for the novice



© Photo by Michael Zittel from Pexels

comedy writer, experienced comedy writers, and all points in between. 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 12 – May 14*
*No class on Apr 9, Apr 16.

HEALTH & FITNESS

Dance

Beginning Modern Dance

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

\$99 | Roberta Wolin-Tupas
SMC Emeritus Campus, 304

Wed 7:00 p.m. – 8:00 p.m. Feb 19 – Mar 25

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. Materials fee \$15 at class.

\$209 | Cynthia Molnar
SMC Performing Arts Center, 102

Mon 7:00 p.m. – 8:15 p.m. Feb 24 – May 11*
*No class on Apr 13, Apr 20.

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"!

\$179 | Jackline Daneshrad
SMC Emeritus Campus, 304

Tue 6:00 p.m. – 7:00 p.m. Apr 21 – Jun 2



CO-REC Sunday Play at SMC Corsair Gym

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

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 \$25 at class.

\$179 | Jackline Daneshrad
SMC Emeritus Campus, 304

Wed 6:00 p.m. - 7:00 p.m. Apr 22 - Jun 3

Stretch & Release

Recent studies have shown that stretching the muscles can be as important as strengthening them. Come learn about myofascial release, an alternative hands-on therapy that uses gentle pressure on connective tissue to relax muscles, release tight knots, and help improve your overall feeling of wellbeing. Find out how to identify common trouble spots, and learn several techniques you can use for a relaxing feeling and better body performance. Materials fee \$15 at class.

\$179 | Jackline Daneshrad
SMC Emeritus Campus, 304

Wed 7:00 p.m. - 8:00 p.m. Apr 22 - Jun 3

Self Development

Reiki - Level I

Reiki is a 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. Experience

the soothing, powerful energy of Reiki and a deep rejuvenating relaxation. Find out how to use Reiki to help change negative thought patterns or bad habits that interfere with the healing process. Certificate of completion 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. Feb 29

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. May 2

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 26 – May 20*
*No class on Apr 15.

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, 216

Tue 6:30 p.m. – 9:30 p.m. Feb 25 – Apr 7*
*No class on Mar 10.

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

PROFESSIONAL DEVELOPMENT

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

Business & Finance

Make Extra Income: Auto Wholesale Business from Home

Supplement your income through buying and selling wholesale cars from home. In this DMV-approved course, find out what is required to become a licensed auto dealer and operate a profitable used car business from your computer. Discover how and where to buy cars at wholesale prices, and how to sell them at retail prices for good profits. Learn 6 techniques you can use to generate cashflow. You'll receive a list of more than 300 dealer-only auctions across the USA selling cars below wholesale. A DMV certificate of completion — which qualifies you to take the California Vehicle Dealer/Autobroker exam — will be awarded upon successfully completing the course. Materials fee \$25 at class.

\$99 | Wayne Williams
SMC Bundy Campus, 216

Wed-Thu 6:00 p.m. – 9:00 p.m. Apr 1 – Apr 2

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, 240

Wed 6:30 p.m. – 9:30 p.m. Mar 4 – Apr 1

Computer & Internet Courses

Computer Literacy for Absolute Beginners

In today's job market, computer literacy is the key to workplace success. As you learn how to create, format, and work with simple documents, spreadsheets, and budget sheets, find out about computer hardware, the basics of using Windows and programs such as MS Word and MS Excel, the rapidly evolving world of the Internet, what you need to know about browsers and file management, and more. This is a hands-on class, and you will have an individual computer to work on during class. Materials fee \$20 at class.

\$159 | Paula McIntosh
SMC Bundy Campus, 127

Sat 12:30 p.m. – 4:30 p.m. Mar 14 – Mar 28

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 \$45 at class.

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

Sat 9:00 a.m. – 1:00 p.m. Apr 25 – May 23

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 16

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 30

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. Jun 6

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, 216

Sat 9:00 a.m. – 12:00 p.m. Mar 14 – Mar 28

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.

\$69 | Gerald Anderson
West Los Angeles College,
College Room, TBA

Sat 9:00 a.m. – 12:00 p.m. Feb 29 – Mar 7

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.

\$69 | Gerald Anderson
West Los Angeles College,
College Room, TBA

Sat 9:00 a.m. – 12:00 p.m. Mar 14 – Mar 21

QUICKBOOKS

QuickBooks: Reports & Bank Reconciliation

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

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. May 9

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. Apr 25

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. May 2

Health Professions

Phlebotomy Certification

Back by popular demand! Phlebotomy Technicians are in demand as one of the fastest growing occupations in healthcare. Launch your career as a Phlebotomy Technician, collecting blood samples from patients in a hospital, clinical laboratory, medical office, or clinic. Through lectures and hands-on training, learn what you need to know about the circulatory system, venipuncture technique and specimen collection, risk factors and complications, and quality assurance.

This course provides a complete learning experience — with 48 hours of classroom instruction and a 40-hour hands-on externship, and prepares you to take the National Certification exam to become a Certified Phlebotomy Technician 1 (CPT1). A certificate of completion is awarded upon successful completion of the course. You must be at least 18 years old and have a high school diploma or equivalent at the time of registration. **Registration fee includes books, supplies, study guides, all class materials, exam preparation, and externship.**

Payment plans now available. Here is how it works: (1) go to aumtonline.com/ **online-payment**, and make the initial

payment of minimum \$315.00, and make sure you type “Santa Monica” under class location; (2) email your receipt (screenshot is fine) to smcext@smc.edu and call us at 310-434-3400, option 2 to complete registration; (3) second payment of \$700.00 is due on the first day of class; (4) third payment of \$700.00 is due on the day of 4th class meeting; (5) final payment of \$700.00 is due on the last day of class. Please note that if a payment is missed, the student will not be allowed in class the following week.

Tuition does NOT include required State License fee of \$100 or National Certification exam fee of \$117.

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

Sat 9:00 a.m. – 3:30 p.m. Feb 22 – Apr 11

Counseling, Social Work, & Behavioral Therapy

Reiki – Level I

Reiki is a 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. Experience the soothing, powerful energy of Reiki and a deep rejuvenating relaxation. Find out how to use Reiki to help change negative thought patterns or bad habits that interfere with the healing process. Certificate of completion 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. Feb 29

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. May 2

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 26 – Mar 18

How to Maximize Your Social Security Benefits

Filing for Social Security benefits can be stressful. Failing to use the right strategy when choosing when and how to claim benefits can cost you a lot of money, and potentially put your surviving spouse at financial risk. Don't leave thousands of dollars "on the table" simply because you don't understand how to optimize your benefits. Join us for an informative and easy-to-understand seminar that explores how you can maximize your Social Security income. Gain the knowledge you need to make an educated and confident election decision. This seminar is designed to assist those who have not yet, but will soon begin receiving their Social Security retirement benefits, and those who have begun their payments within the past year.

\$49 | Caroline Rakness
SMC Bundy Campus, 216
Thu 6:30 p.m. – 8:30 p.m. Mar 12

Women & Investing

Did you know that women often make the best investors? Whether you're single, widowed, married, employed, or retired, you need to know how to improve your current financial picture. Learn the importance of portfolio allocation, how to select an investment advisor, and how to select investments for growth, income, and

safety. We'll also cover estate planning, college education planning for children and grandchildren, planning for a safe and secure financial future, and much more! Plus, we'll include a forecast of the economy, interest rates, real estate, and the stock market.

\$49 | Caroline Rakness
SMC Bundy Campus, 216
Wed 6:30 p.m. – 9:00 p.m. Apr 22

Notary Public/ Renewal

Become a Notary in One Day

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

\$99 | Carrie Christensen
SMC Bundy Campus, 212
Sat 8:00 a.m. – 6:00 p.m. Apr 25

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 12:30 p.m. – 6:00 p.m. Apr 25

ON THE NET

SMC Community Education offers a wide variety of courses online. These classes are especially convenient for those with work, school, or childcare commitments, physical disabilities, limited access to transportation, or other circumstances that make it difficult to participate in a traditional classroom setting. Our online business and professional courses are designed to increase your success in the business world.

Driver Education

Driver's Ed Online!

Prerequisite: Must be age 15½ or older. Are you a teen or adult who wants to learn how to drive? Before you get behind the wheel, sign up for this online course—approved by the California Department of Motor Vehicles (DMV)—and find out about the rules of the road and how to stay safe under a wide range of driving situations. This comprehensive course is a 100% safe, secure, and convenient way to learn safe driving and accident prevention. A certificate of completion is awarded upon successfully completing the course and passing the exam. Open to both Windows PC and Mac users. You may start this course whenever it's convenient for you to do so. Additional details and information will be provided at

registration. Go to smc.driversedonline.com to register for this class.

Open start date

Fee: \$29.50

Traffic School Online!

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

Open start date

Fee: \$29.97

Sign up for our
Newsletters

SUBSCRIBERS RECEIVE:

- Course Updates
- Latest News
- Online Registration Dates

commed.smc.edu

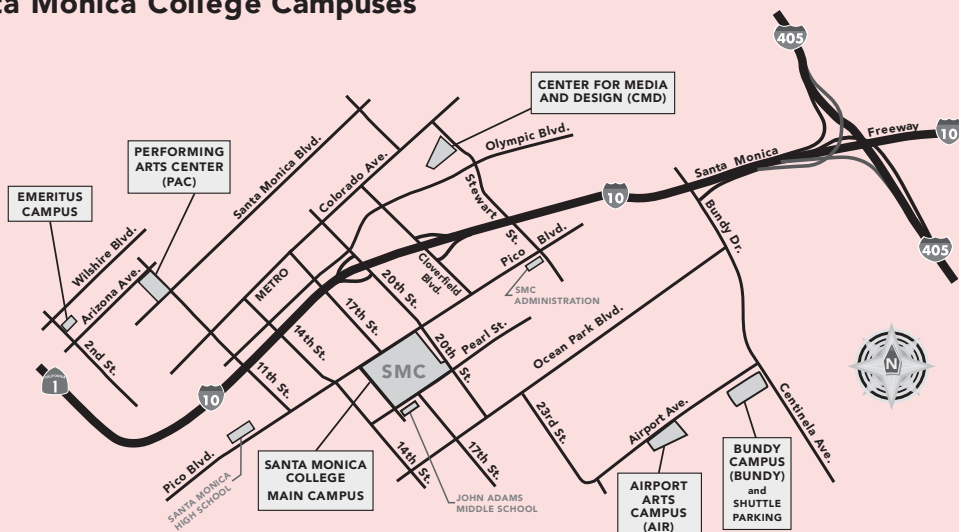
**COMMUNITY
EDUCATION**

*Gift
Certificates*

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


**CALL 310-434-3400
FOR MORE
INFORMATION.**


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

OFFICE HOURS: 8:30 a.m. to 5 p.m. Monday through Friday.

HOLIDAYS: Classes do not meet on February 16-17 and May 24-25.

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

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 virtual permit at any hour Monday through Thursday, and until noon on Friday. Permits are available at smc.edu/parking. Public parking without a virtual permit 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 permit is required. Head-in parking ONLY.

SMC Airport Arts Campus – 2800 AIRPORT AVE.

PERMIT PARKING – Parking is free, but requires a virtual permit, available at smc.edu/parking.

SMC Bundy Campus – 3171 S. BUNDY DR.

PERMIT PARKING – Parking is free, but requires a virtual permit, available at smc.edu/parking. Permit is for Student Parking only – DO NOT PARK IN STAFF PARKING – YOU WILL BE TICKETED.

SMC Performing Arts Center –

1310 ELEVENTH ST.
PERMIT PARKING – Parking is free after 5:30 p.m. on weekdays, but requires a virtual permit, available at smc.edu/parking. Permit 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 virtual
permit at any hour Monday through Friday.
Head-in parking ONLY. Permits are available at
smc.edu/parking.

West Los Angeles College –
9000 OVERLAND AVE., CULVER CITY
Parking is available in Parking Structure and
Overflow Lot 8 (off Freshman Dr.), and Lot 4A
near the PE Complex (PEC). Students may
purchase a one-day parking permit for \$2
from permit dispensing machines located in
each parking lot. These machines do not
give change nor accept coins. Please have
two single dollar bills available. 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, visit: bit.ly/Parking-WLAC or call
310-287-4475. Note that all vehicles must be
parked clearly within a designated parking stall.
Backing into a parking spot is not permitted.

*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 of 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.

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 respon-
sible and assumes no liability for any losses
or injuries resulting from any non-District-spon-
sored 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 par-
ticipation 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 Center for Student with Disabilities (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
Dr. Scott Silverman, Associate Dean, Emeritus
and Community Education

SMC COMMUNITY EDUCATION STAFF

Alice Meyering, Tymia Yancy

Schedule prepared by SMC Marketing

SMC BOARD OF TRUSTEES

Dr. Nancy Greenstein, Chair;
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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. Telephone hours are 8:30 a.m. to 4 p.m., Mon.–Fri. **CALL 310-434-3400, option 2.**

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.	CVV 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.

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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.)

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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

Spring Lecture Series

Early 20th-Century Decorative Arts

Explore the lives of the artists who made it happen, surrounded by the social and artistic influences of the periods in which they lived.

01: Masters in Glass

02: Early 20th-Century Women Designers

03: The Western Works of Frank Lloyd Wright

When: Saturdays, 2/29, 3/7 & 3/14

Time: 10:00 a.m. – 12:00 p.m.

Fee: \$39/per lecture

Use the QR code to the right for more information or visit commed.smc.edu and search for one of the lectures.



Frank Lloyd Wright's Taliesin 1911
(Credit: Public Domain)



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COURSES IN 2020 START: 1/15, 2/12, 3/18, 4/15, 5/13, 6/17, 7/15, 8/12, 9/16, 10/14, 11/11, 12/9

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/smc

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 2020 CLASSES

SMC Community Education 6TH 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 sixth 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 2020 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 2020 class schedule.

Deadline is May 4, 2020!

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 2020 now! Complete the registration form on page 22 to get started today.

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

SANTA MONICA COLLEGE

COMMUNITY EDUCATION

Santa Monica Community College District
1900 Pico Blvd., Santa Monica, CA 90405
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Fall 2019 Contest Winner