SANTA MONICA COLLEGE | WINTER 2018

COMMUNITY EDUCATION

& Professional Development

Rise to New Heights in the New Year

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

New Year, New Challenges, New Experiences

Our Winter Lecture Series is Back!

Our popular lecture series welcomes 2018 with a pair of talks sure to pique your interest in architecture. Combining expert insights and discussions that will enrich your knowledge, our series takes you from the beautiful homes and glamourous retreats of the Hollywood stars to the genesis of the hotel industry in America.

- **The Glamour of Old Hollywood: Architecture of the Stars** – January 20
- **History of Hotels in America** – February 3

See page 7 for more details.

Sewing Machine Bootcamp

Sew in Love with Fashion

For the first time ever, we are offering **Fashion Tech Pack I**, a one-of-a-kind workshop that introduces designers to the nitty-gritty details of the fashion industry and the skills it requires. A brand new **Sewing Machine Bootcamp**—with machines provided in class!—teaches sewing basics that will pave the way for more interesting future classes. And for a change of pace, sign up for **Pet Couture: From Rags to Riches** and unleash your creativity as you learn to use your sewing skills to create prêt-a-porter fashion for your furry loved ones.

See pages 5–6 for more details.

Professionally Speaking

Our **QuickBooks I & II** classes have been expanded into full-day workshops to teach you more. Sign up and complete the special combo of BOTH classes and receive a certificate of completion.

Introduction to 3D Printing made its debut in Fall with great flair. Take advantage of this new technology and sign up now.

AVID Media Composer is the industry standard when it comes to professional editing of feature films, documentaries, and all forms of broadcast digital media. Our unique **AVID Media Composer Exam Prep Workshop** includes hands-on practice for the exam, to prepare those who have already completed **Media Composer Editing Essentials** and **Media Composer Effects Essentials** (or their equivalent).

Our popular Real Estate classes will return in Spring. Classes fill quickly, so visit our website at *commed.smc.edu*. And if you're interested in managing residential rental properties, our **Property Management 101** offers some very useful guidance.

See pages 13–17 for more details.

Introduction to 3D Printing

we're part of a LiFE Long LEARNING COMMUNITY

Front Cover: "Tandem paragliding above Mediterranean Sea on blue sky background" © Shutterstock, Lerner Vadim

SANTA MONICA COLLEGE

COMMUNITY EDUCATION

WINTER 2018

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

HOW TO REGISTER FOR CLASSES:

ONLINE
commed.smc.edu

PHONE
(310) 434-3400, option 2

EMAIL
CommEd@smc.edu

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

PERSONAL INTEREST

Our Personal Interest courses are a great way to explore and develop new or longtime personal interests and hobbies, as well as prepare to take that next step in your personal and family projects.

Art

Please note: Most art classes require students to provide their own supplies. These are NOT included in the course fee, unless otherwise noted. Please check class supply list online.

The Art of Glass Fusing

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

$219 | Terri Bromberg
SMC Main Campus, Art 124

Fri 9:00 a.m. – 3:00 p.m. Jan 5 – Feb 2

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.

Stone Carving

$219 | Terri Bromberg
SMC Main Campus, Art 124

Sun 11:00 a.m. – 5:00 p.m. Jan 7 – Feb 4*
**No class on Jan 14.*

DRAWING

Colored Pencil Techniques

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

$99 | Arlene Weinstock
SMC Emeritus Campus, Room 205

Tue 6:30 p.m. – 9:00 p.m. Jan 2 – Feb 6

Colored Pencil for Continuing Students

If you've completed "Colored Pencil Techniques" and are ready to work on projects of your own, come build on the basics and learn new techniques to make your own art. You'll receive individual instruction to advance your colored pencil and art-making skills.

$99 | Arlene Weinstock
SMC Emeritus Campus, Room 205

Tue 7:00 p.m. – 9:30 p.m. Jan 2 – Feb 6

Introduction to Basic Drawing

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

$99 | Freddie Manseau
SMC Emeritus Campus, Room 204

Wed 6:30 p.m. – 9:30 p.m. Jan 3 – Feb 7

Thu 6:30 p.m. – 9:30 p.m. Jan 4 – Feb 8

PAINTING

Experimenting with Oil Paint

Learn to paint more creatively. In this class, find out how to use oil paint alla prima (working quickly using layers of wet paint) to explore techniques for painting gesturally, emphasizing depth and realism, improving composition, increasing visual impact, and painting inventively. Open to students at all levels, including experienced painters looking to make their work more original, as well as beginners who wish to learn simple, but effective painting techniques. All levels wecome!

$99 | Todd Carpenter
SMC Emeritus Campus, Room 204

Tue 6:30 p.m. – 9:30 p.m. Jan 2 – Feb 6

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.

$89 | Bryan Ricci
SMC Main Campus, Art 100

Sat 1:00 p.m. – 4:00 p.m. Jan 6 – Feb 3

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. Jan 6 – Feb 10

Intermediate Sumi-e Painting

NEW! Go beyond the "Four Gentlemen" and explore color, texture, and surface as you learn new techniques for combining ink brush painting with Japanese woodblock prints and other media. Paint birds, fish, moons, and mountains to create beautiful landscape paintings, and discover the technique for painting snow.

SUMI-E PAINTING – Sherry Davis

"Excellent class – very understandable and engaging. Sherry is crafty and friendly."

—Anonymous

$89 | Sherry Davis
SMC Bundy Campus, Room 339

Sat 10:00 a.m. – 12:00 p.m. Jan 6 – Feb 3*
**No class on Jan 13.*

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!

$89 | Freddie Manseau
SMC Main Campus, Art 102

Sun 10:00 a.m. – 1:00 p.m. Jan 7 – Feb 4*
**No class on Jan 14.*

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.

$89 | Freddie Manseau
SMC Main Campus, Art 102

Sun 2:00 p.m. – 5:00 p.m. Jan 7 – Feb 4*
**No class on Jan 14.*

Crafts

Sewing Machine Boot Camp

NEW! Through a series of project-based, step-by-step exercises, learn how to use the Juki power industrial single needle and overlock machines, the most commonly used precision sewing machines for industrial apparel construction. Master winding the bobbin, threading, changing the needle, and balancing tension—as well as stitching and

clean finishing various types of seams—as you create a drawstring tote bag and drawstring shorts. Special emphasis will be placed on best practices for safety and preventing common machine problems. No prior experience necessary. Course provides extra practice and enrichment for superior results in Apparel Construction (Fashion 3) for fashion majors. Materials fee $15 at class.

$139 | Barbara Rain
SMC Main Campus, Business 107

Sat 10:00 a.m. – 2:00 p.m. Jan 6 – Feb 3*
No class on Jan 13.

Pet Couture: From Rags to Riches

NEW! Wish your pet had a cuddly coat to keep warm while looking stylish, but never found one that was just right? Create your own sustainable pet couture. Learn how to measure your pet correctly and use basic sewing techniques with gluing and pinning to create original designs, using fabric scraps, dead stock fabrics, and deconstructed clothing. You can even bring your own treasured pieces to cut and create. Basic sewing skills are recommended, but not necessary. Your pet will never be seen in the same outfit twice! Materials fee $20 at class.

$89 | Jan Ardell
SMC Main Campus, Business 107

Sat 2:30 p.m. – 5:30 p.m. Jan 6 – Feb 3

Jewelry-Making Basics from A to Z

Earrings! Bracelets! Necklaces! Learn the basics for creating your own custom jewelry, as well as repairing old pieces, in a hands-on workshop that covers stringing beads on various types of wire and cord, attaching clasps, wire-wrapping and looping, pearl knotting, bead weaving, and chain maille. Each week, you'll make two pieces of jewelry, and take home detailed, illustrated 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 jewelry tools you need in class at discounted prices (about $6 each). Materials fee $45 at class.

Jewelry-Making Basics

$79 | Susan Ryza
SMC Emeritus Campus, Room 409

Tue 6:30 p.m. – 9:30 p.m. Jan 16 – Jan 30

Asian Printmaking

Discover the basics of Asian printmaking in a unique hands-on workshop designed for professionals, artists, fashion/textile students, and manufacturers. Find out about all three techniques by building a wood, paper, and/or linoleum printable plate with tools provided for use in class. Then put the plate to work using a Japanese Barren (6-8 inch disc) to print on paper and fabric. All inks are nontoxic, and you'll also learn about different types of Asian paper, as well as where to purchase supplies locally. No studio or expensive equipment needed! Materials fee $30 at class.

$99 | Charlotte Chen
SMC Main Campus, Art 126

Sun 9:00 a.m. – 1:00 p.m. Jan 21 – Jan 28

Enrichment

Introduction to Mindfulness Meditation

Ever wanted to learn how to meditate? Want to improve your ability to concentrate, or to de-stress from the pressures of everyday life? Basic Mindfulness is a clear, easy way to begin. In a supportive class that includes simple instructions and brief in-class guided meditation sessions, learn how to enhance your clarity of sense perception, build your concentration power, and develop equanimity and restfulness in ways that can be applied directly to daily life.

$99 | Betzi Richardson
SMC Bundy Campus, Room 321

Wed 7:00 p.m. – 9:00 p.m. Jan 3 – Feb 7

The Brain Class – Change Your Mind

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

$69 | Debbi Harper
SMC Bundy Campus, Room 436

Sat 9:00 a.m. – 12:00 p.m. Jan 6

The Glamour of Old Hollywood: Architecture of the Stars

NEW! Hollywood boasts a plethora of beautiful homes and glamorous retreats where legends of the film industry lived, worked, and played. Through a richly illustrated slide lecture, find out about some of the most famous environs of the stars—from their luxurious private homes to their notorious hideaways—the glittering social environment in which they lived, and the popular architectural styles and interiors of the 20s and 30s, including Romantic Revivals and Art Deco.

$29 | Eleanor Schrader
SMC Main Campus, HSS 165

Sat 10:00 a.m. – 1:00 p.m. Jan 20

History of Hotels in America

NEW! The hotel industry in America began with simple New England country inns and taverns, progressed to grand hotels with the growth of major American cities, and culminated in the sophisticated boutique hotels of today. As America grew, the need for accommodations for travelers spurred the development of the hospitality industry while advancing the popular architectural styles of the time. Through lecture and slide illustration, explore the development of the industry through its architectural and interior styles and the unique geographic and cultural influences from various regions throughout the United States.

$29 | Eleanor Schrader
SMC Main Campus, HSS 165

Sat 10:00 a.m. – 1:00 p.m. Feb 3

Home & Garden

Women's Auto Workshop

Ever had a dead car battery, but didn't know how to jump it? Find out from another woman how NOT to be a damsel in distress when it comes to your car. In a nonjudgmental atmosphere, learn the basics of how a car works, and how to speak and understand basic auto lingo that can help save you money on car repairs. And, of course, find out how to deal with a dead battery, or a flat tire! By knowing what to do, you'll be on your way in less time than waiting for roadside assistance! This is a very hands-on workshop, so wear clothes you won't mind getting dirty, and closed-toe shoes for safety. Bring to class your car and car owner manual (If available), along with your coffee mug.

PRACTICAL TAROT – MINOR ARCANA
Davida Rappaport

"I will take this class again and again, very insightful into the material.
—Edgar I."

Morning coffee, donuts, and midday lunch included in fee. Materials fee $15 at class. **Absolutely no walk-ins for this workshop.**

$99 | Xandria Slater
SMC Bundy Campus, Room 123

Sat 9:30 a.m. – 4:30 p.m. Jan 27

Landscape Design & Construction

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

$79 | Charlotte Chen
SMC Bundy Campus, Room 236

Sat 9:00 a.m. – 2:00 p.m. Jan 27 – Feb 3

Vegetable Garden Design for Landscape Designers

NEW! Learn how to design vegetable gardens that are functional, as well as attractive. Find out how to avoid common mistakes when planning vegetable gardens for your clients. Also, learn trade secrets for food-safe materials, top quality soils, best irrigation choices for urban vegetable gardens, and much more. Materials fee $5 at class.

$59 | Christy Wilhelmi
SMC Bundy Campus, Room 240

Sat 9:00 a.m. – 11:00 a.m. Feb 3

Just for Fun

Practical Tarot – The Minor Arcana

Learn about the Tarot's Minor Arcana and the various meanings and ways to interpret its 56 cards (four suits of 14 cards each). Without memorizing the meanings of each card, discover how variations in the cards' artwork, combined with your own intuitive abilities, can enhance and enrich a Tarot

reading. After taking this class, you'll have a better understanding of how the cards of the Minor Arcana can add layers and clarify a Tarot reading. You'll practice what you learn in each class by playing Peter Rosson's "Tarot Profiling Game." If you have a Tarot deck, bring it along to class.

$99 | Davida Rappaport
SMC Bundy Campus, Room 436

Tue 6:45 p.m. – 9:45 p.m. Jan 2 – Feb 6

Languages

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

Beginning Spanish – Level 1

If you have very little knowledge of Spanish, here's an opportunity to learn the basics for effective communication. Materials fee $10 at class.

$99 | Cecilia Dighero
SMC Bundy Campus, Room 435

Tue 6:30 p.m. – 9:30 p.m. Jan 2 – Feb 6

Beginning Spanish – Level 2

Expand your vocabulary and knowledge of Spanish grammar in this continuation of Beginning Spanish—Level 1. Optional language CDs for $10. Materials fee $10 at class.

$99 | Cecilia Dighero
SMC Bundy Campus, Room 435

Wed 6:30 p.m. – 9:30 p.m. Jan 3 – Feb 7

Accent Reduction – American English

Do people often ask you to repeat what you've said? Is a thick accent preventing you from advancing professionally? In an interactive, information-packed course, learn the secrets to speaking clear, easily understood American English, and find out how to avoid—or fix—the most common errors made by foreign speakers of English, regardless of their native language. Required textbook (available online): *Mastering the American Accent with Audio CDs* by Lisa Mojsin (Second Edition — Please purchase the Second Edition with a black cover only) (ISBN: 978-1-4380-0810-3). Please bring your textbook to our first class.

$89 | Nicola McGee
SMC Bundy Campus, Room 239

Tue 6:30 p.m. – 8:30 p.m. Jan 2 – Feb 6

Italian for Travelers

In a short course specifically designed for travelers, immerse yourself in a fun, relaxed atmosphere as you learn practical Italian used in common travel situations, such as asking for directions, finding accommodations, ordering at restaurants, and more! Emphasis will be on developing your conversational and listening skills, with a splash of the colorful cultural that is uniquely Italian. Materials fee $12 at class.

$99 | Silvia Masera
SMC Bundy Campus, Room 240

Thu 6:30 p.m. – 9:30 p.m. Jan 11 – Feb 1

BEGINNING SPANISH – LEVEL 1
Cecilia Dighero

"Best language class I've ever taken! And I've taken a lot!"

—Allan C.

Music

Beginning Guitar

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

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

Tue 6:30 p.m. – 8:00 p.m. Jan 2 – Feb 6

Guitar II

Suggested prerequisite: Beginning Guitar or skills in basic note reading, ability to play a few open position chords, and a general basic feel for the guitar. If you want to move ahead in your guitar playing and build on the introductory elements you've previously learned, here's the right class to get you to the next level. Students must

purchase required textbook prior to first day of class: Required textbook (please purchase before attending class): Hal Leonard Guitar Method, Second Edition—Complete Edition, by Will Schmid and Greg Koch (ISBN-13: 9780881881394).

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

Wed 6:30 p.m. – 8:00 p.m. Jan 3 – Feb 7

One-On-One Piano (5 years – Adult)

Finally! One-on-one piano lessons that are truly affordable, and private instruction is the best way to learn to play the piano. These 30 minute sessions are open to adults or children and will progress at their own pace. Beginners will focus on note reading, rhythm reading and music theory while more advanced students will work on chord progressions, inversions, and piano technique. Materials used will depend on experience and music style. **Students should have a piano/keyboard at home for daily practice.**

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

WEDNESDAY

Wed 6:00 p.m. – 6:30 p.m. Jan 3 – Jan 31
Wed 6:30 p.m. – 7:00 p.m. Jan 3 – Jan 31
Wed 7:00 p.m. – 7:30 p.m. Jan 3 – Jan 31
Wed 7:30 p.m. – 8:00 p.m. Jan 3 – Jan 31
Wed 8:00 p.m. – 8:30 p.m. Jan 3 – Jan 31
Wed 8:30 p.m. – 9:00 p.m. Jan 3 – Jan 31

SATURDAY

Sat 12:00 p.m. – 12:30 p.m. Jan 6 – Feb 3
Sat 12:30 p.m. – 1:00 p.m. Jan 6 – Feb 3
Sat 1:00 p.m. – 1:30 p.m. Jan 6 – Feb 3
Sat 1:30 p.m. – 2:00 p.m. Jan 6 – Feb 3
Sat 2:00 p.m. – 2:30 p.m. Jan 6 – Feb 3
Sat 2:30 p.m. – 3:00 p.m. Jan 6 – Feb 3
Sat 3:00 p.m. – 3:30 p.m. Jan 6 – Feb 3
Sat 3:30 p.m. – 4:00 p.m. Jan 6 – Feb 3
Sat 4:00 p.m. – 4:30 p.m. Jan 6 – Feb 3
Sat 4:30 p.m. – 5:00 p.m. Jan 6 – Feb 3

COMMUNITY EDUCATION
Gift Certificates
CALL (310) 434-3400
FOR MORE INFORMATION.

Photography

PHOTO WORKSHOPS

Our Photo Workshops—led by professional photographers who teach in the Santa Monica College Photography Department—will take your passion for photography to new levels!

Workshops range from basic camera skills all the way up to studio lighting and portfolio development. You'll gain hands-on experience at every stage, with instructors who share their years of knowledge as they work beside you to show you how to get the shots you want.

So sign up now, and start creating better photographs!

Basic Photography

Make your digital camera work for you. Learn about using available light (natural or artificial), composition, exposure, and techniques that turn snapshots into professional-quality photographs. You'll shoot slides that will be shown and discussed in class. Bring your cameras and camera instruction manuals to the first class. Digital and film cameras are welcome. Bring your camera to the second class.

$99 | Larry Jones
SMC Bundy Campus, Room 217

Wed 6:30 p.m. – 9:30 p.m. Jan 3 – Feb 7

Beyond Basic Photography

If you take consistently good pictures and feel confident in your basic knowledge of your Digital Single-Lens Reflex camera (DSLR), f-stops, shutter speeds, focus, and exposure controls, this class will take you one step farther. Learn the details of color, composition, lighting conditions, and visual perspective through a variety of photography assignments.

$99 | Larry Jones
SMC Bundy Campus, Room 217

Thu 6:30 p.m. – 9:30 p.m. Jan 4 – Feb 8

On the Street with Your Camera

Learn how to capture images the way documentary photographers do. If you are an intermediate/advanced photographer, find out how to use imagery to make statements without words. This hands-on workshop covers composition, visual direction, lighting (natural and flash), proper lens selection, and controlling depth of field. With an emphasis on the styles of Henri Cartier-Bresson, Keith Carter, Gordon Parks, Mary Ellen Mark, W. Eugene Smith, and Garry Winogrand, photo assignments feature the significance of

conveying a story (photo essay or photo story), an environmental portrait, and 'the decisive moment' with your images.

$119 | Ed Mangus
SMC Main Campus, Drescher Hall 115

Sat 1:00 p.m. – 5:00 p.m. Jan 6 – Feb 3

Lifestyle Portraits

NEW! Art directors and magazine editors are on the lookout for lifestyle images with a clear story and compelling visual uniqueness. Whether you're an advanced student or a working pro, don't miss this hands-on workshop packed with tools that will help you develop your lifestyle image portfolio. Focused on producing and executing, with challenging assignments for every level, the workshop is a perfect opportunity to develop a portfolio or to bring new perspective to your work.

$189 | Steve Anderson
SMC Main Campus, Business 131

Sat 9:00 a.m. – 12:00 p.m. Jan 6 – Jan 27

Black & White Printing – Advanced

Prerequisite: Beginning and/or Intermediate Black and White Printing, or instructor's consent. Refine your skills in creating high-quality, fiber-based black-and-white prints. Learn advanced printing techniques from an experienced instructor as you explore special toning techniques that can make your images stand out. The photo lab features high-quality chemicals and an individual enlarger for each student. Bring printing supplies and negatives to first class meeting. Attending the first class meeting is mandatory. Materials fee $25 at class.

$139 | Ed Mangus
SMC Main Campus, Drescher Hall 127

Sun 1:00 p.m. – 6:00 p.m. Jan 7 – Feb 4*
**No class on Jan 14.*

The Art of Hand-Tinting Photographs

Hand-tinting photographs—the art of adding color to black-and-white photography—is a technique that dates to the mid-19th century. In a hands-on class, learn how to use paints, pencils, papers, and other materials to hand-tint photographs. Whether you choose to add color to an entire image or selective portions, the result will be a unique piece of art! Materials fee $20 at class.

register for classes ONLINE
at commed.smc.edu

$69 | Nancy Kaye
SMC Bundy Campus, Room 212

Sat 9:00 a.m. – 12:00 p.m. Jan 27 – Feb 3

Stage & Screen

An Introduction to Voiceovers

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

$49 | Voices for All Staff
SMC Bundy Campus, Room 216

Thu 7:00 p.m. – 9:00 p.m. Jan 25

Stand-Up Comedy Workshop with Comedy Store Graduation Show

Hone your skills as a stand-up comic in an exciting hands-on workshop designed for both the absolute beginner—as well as those already showcasing around town—and culminates with a Comedy Store Graduation Show (Depending upon dates and availability, graduation show may be hosted by the Hollywood Improv.) Learn techniques the pros use for joke writing, finding your comic personae and POV, and making the best choices for connecting with an audience. Also, gain an understanding of the business side of comedy, and how stand-up intersects with the world of sit-com development.

$99 | Jonathan Solomon
SMC Bundy Campus, Room 235

Wed 6:30 p.m. – 9:30 p.m. Jan 3 – Feb 7

Commercials, Improv, Acting and Filming

In a high-energy course that has it all, learn what you need to know about the TV commercial process. We'll cover how to read copy and cue cards, how to get an agent, what kind of pictures you need, and how to build your resume. We'll also develop your abilities at improv—a skill that's become critically important in today's auditions—and review the acting basics that can be used in all areas of the Industry. At our final class, we'll FILM on camera, review footage, and critique. Materials fee $10 at class.

$89 | Priscilla Barnstable
SMC Bundy Campus, Room 440

Sat 3:00 p.m. – 5:00 p.m. Jan 6 – Jan 27

Stand-Up Comedy Workshop

Writing

How to Write Funny

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

$119 | Jonathan Solomon
SMC Bundy Campus, Room 235

Thu 6:30 p.m. – 9:30 p.m. Jan 4 – Feb 8

Writers Bootcamp

Are you a writer who desires to complete a project? Whether you've just sketched out an idea or already completed a first draft, come revitalize your writing in a two-day, hands-on workshop. Choose one of your projects to focus on, and bring it to class, where you'll explore how to unlock your creative juices to write with freedom and help maintain momentum when the class is over. Tap into memory and sensory perception through in-class writing prompts, and develop your skills in goal setting and time management. Bring a sack lunch and beverage. Materials fee $3 at class.

$99 | Stacey Collins
SMC Bundy Campus, Room 212

Sat 10:00 a.m. – 4:00 p.m. Jan 6 – Jan 13

Mindfulness and Fiction Writing

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.

$79 | Nathalie Kramer
SMC Bundy Campus, Room 436

Thu 6:30 p.m. – 9:30 p.m. Jan 18 – Feb 8

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.

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

Tue 6:30 p.m. – 7:30 p.m. Jan 2 – Feb 6

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.

$79 | Cynthia Molnar
SMC Performing Arts Center, Room 102

Mon 7:00 p.m. – 8:15 p.m. Jan 8 – Feb 5*
**No class on Jan 15.*

Fitness & Relaxation

Body Moves for Brain Power – Smart Exercises

If you think playing computer games and doing crossword puzzles is enough to keep your brain working at its peak as you age—think again! Come participate in the research-

CO-REC Sunday Play at SMC Pavilion

Badminton & Table Tennis

Beginning and Intermediate Levels

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

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

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

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

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

$69 | Debbi Harper
SMC Bundy Campus, Room 436

Sat 9:00 a.m. – 10:00 a.m. Jan 13 – Feb 3

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

Health & Safety

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

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

$49 | John Lynch
SMC Bundy Campus, Room 221

Thu 6:00 p.m. – 9:30 p.m. Jan 25

Sports

Fundamentals of Horsemanship

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

$259 | Equestrian Ed Ctr Staff
James Wyllie's Equestrian Education Center, Saddlerock Ranch

Tue 10:30 a.m. – 11:30 a.m. Jan 2 – Feb 6

Sat 10:30 a.m. – 11:30 a.m. Jan 6 – Feb 10

Sun 1:00 p.m. – 2:00 p.m. Jan 7 – Feb 11

PROFESSIONAL DEVELOPMENT

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

Business and Finance

Make Extra Income: Auto Wholesale Business from Home

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

$99 | Wayne Williams
SMC Bundy Campus, Room 228

Tue-Wed 6:00 p.m. – 9:00 p.m.
Jan 16 – Jan 17

Property Management 101

Do you have what it takes to manage rental property? If you are actively looking to purchase a piece of income property, or if you have suddenly become the owner of real estate, find out what you need to know about the most important aspect of rental housing management: keeping the unit occupied with paying tenants who don't destroy it or terrorize the neighbors! Learn how to prepare a property for rent, set rents and security deposits, develop a cost-effective marketing campaign, and show your rental unit to prospective tenants. Find out about techniques for good tenant selection, how to meet minimum standards required for a property to be habitable, proper insurance, how to work with contractors for maintenance, and how to deal with tenants who overstay (and don't pay). Please note: This class does not cover management of commercial properties. Materials fee $15 at class.

$129 | Angela Young
SMC Bundy Campus, Room 335

Sat 10:00 a.m. – 3:00 p.m. Jan 27 – Feb 3

Blogging for Fun & Profit

Find out what a blog is and where blogs are found, then learn how to create your own blog. Explore how to use blogs to share information, ideas, pictures, and videos with family, friends, organizations, and customers. Discover how to use your blog to make money through affiliate programs and other methods, and how to use your blog effectively on social media sites. Materials fee $30 at class.

$49 | Bob Cohen
SMC Bundy Campus, Room 240

Wed 6:30 p.m. – 9:30 p.m. Jan 31

Test Preparation

Avid Media Composer Exam Prep Workshop

Avid Media Composer is the industry standard when it comes to professional editing of feature films, documentaries and all forms of broadcast digital media. If you have taken Media Composer Editing Essentials (MC101) and Media Composer Effects Essentials (MC110) or SMC's ET31B or ET60, you are eligible to take this course as preparation for the certification exam. This intensive workshop will provide each student with an individual computer work station, access to the latest Avid software, hands-on practice and review of all pertinent points including operational techniques, and two official Avid Media Composer training manuals. For more information, please check: *www.updateurskills.com/ground-classes/avid-exam-prep.html* Materials fee $30 at class.

$449 | Walt Louie
Center for Media Design, Room 280

Tue, Thu 9:30 a.m. – 5:30 p.m.
Jan 2 – Jan 11

Computer and Internet Courses

ADOBE PHOTOSHOP, ILLUSTRATOR, AND WEBSITE DESIGN SERIES

Sign up for workshops that show you how to use Photoshop and Illustrator to create and enhance your photographs and design ideas and/or to design and publish your own websites. These are hands-on classes,

with each student working at an individual computer. You're welcome to attend one or more of these workshops. The discount rate applies only if you pre-register to attend two or three workshops.

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

Adobe Photoshop (Level I)

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

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

Tue 6:30 p.m. – 9:30 p.m. Jan 2 – Feb 6

Adobe Illustrator (Level I)

Master the artist inside you. Adobe Illustrator puts all the tools in your hand to render professional graphics and exciting designs for greeting cards, posters, T-shirts, and more! Learn how to use Illustrator to create company logos and colorful artwork for a variety of uses, including printing and fashion design.

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

Wed 6:30 p.m. – 9:30 p.m. Jan 3 – Feb 7

Design & Publish Your Own Websites

Prerequisite: Familiarity with Adobe Photoshop. Learn everything you need to create your own website using Adobe Dreamweaver and other programs. In a class that demystifies the Internet and provides a broad base of knowledge on how to begin publishing on the web, gain a basic understanding of HTML, CSS, and formats such as Wordpress, and how to use them to design interactive webpages. Develop the skills to create simple animations, rollovers, and behavior scripts to help you better manage and profit from existing sites.

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

Thu 2:00 p.m. – 5:00 p.m. Jan 4 – Feb 8

Introduction to 3D Printing

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

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

Thu 6:30 p.m. – 9:30 p.m. Jan 4 – Feb 8

3D Printing Teacher Certification I

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

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

Thu 6:30 p.m. – 9:30 p.m. Jan 4 – Feb 8

3D Printing Teacher Certification II

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

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

Fri 1:00 p.m. – 5:00 p.m. Jan 5 – Feb 2

Advanced 3D Printing Workshop

This advance workshop is by instructor's consent only. This special workshop allows students who have completed the Introduction to 3D Printing to have in-depth focus on operations and more one-on-one assistance in the software for the students' individual projects.

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

Fri 1:00 p.m. – 5:00 p.m. Jan 5 – Feb 2

Computer Literacy for Absolute Beginners

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

$129 | Jennifer McIntosh
SMC Bundy Campus, Room 127

Sat 12:30 p.m. – 4:30 p.m. Jan 6 – Jan 20

SOCIAL MEDIA

Social Networking for Beginners

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

$49 | Bob Cohen
SMC Bundy Campus, Room 240

Wed 6:30 p.m. – 9:30 p.m. Jan 17

Marketing with Facebook & Social Media for Beginners

Market your business using Facebook and other social media sites. Find out about proven social-media marketing techniques and tools you can use to get leads, find prospective clients, and attract people to your Facebook page and other websites. Learn how to build a Facebook page for your business, how to create content and use promotions such as coupons and contests to attract fans and followers, how to connect your website to Facebook, and much more! Materials fee $30 at class.

$49 | Bob Cohen
SMC Bundy Campus, Room 240

Wed 6:30 p.m. – 9:30 p.m. Jan 24

Fashion

Fashion Tech Pack I

NEW! Ever dream about producing your own clothing line? Then you need to know about the Tech Pack, a vital tool used in today's apparel manufacturing industry to provide the critical blueprint necessary to mass produce a garment according to modern standards and technology. Learn the fundamental elements necessary to complete a tech pack for an apparel manufacturing company from a digital platform. This course is ideal for anyone interested in a job with a clothing company in the areas of fashion design or product development, for designers who need to update their knowledge and skills to re-enter the fashion industry, and for small-scale designers starting a clothing line that requires mass production. Skills in sewing and patternmaking are helpful, but not required. Bring to class a 4GB or larger USB flash drive.

$139 | La Tanya Louis
SMC Main Campus, Business 255

Thu 6:30 p.m. – 9:30 p.m. Jan 4 – Feb 8

Money Management

Investment Bootcamp

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

$49 | Caroline Rakness
SMC Bundy Campus, Room 240

Tue 6:30 p.m. – 9:00 p.m. Feb 6

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, Room 216

Sat 8:00 a.m. – 6:00 p.m. Jan 27

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 6p.m. Exam seating limited—seats will be assigned to those registered first. Materials fee $35 at class.

$50 | Carrie Christensen
SMC Bundy Campus, Room 216

Sat 12:30 p.m. – 6:00 p.m. Jan 27

Entrepreneurial Training

QUICKBOOKS

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

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

QuickBooks: The Basics, Part I

Small business owner who wants to improve productivity? Check out QuickBooks! In a hands-on class where you will have a computer to work with, find out how to use QuickBooks to manage your accounting and financial tasks easily. Learn basic functions—including how to navigate easily and add, edit, and delete customers, vendors accounts, and items—as well as how to issue invoices, prepare cash receipts and purchase orders, and write checks. Student will each work at an individual PC computer station. Do not bring a laptop to class and there is no need to purchase the QuickBooks software. Materials fee $10 at class.

$99 | Jennifer McIntosh
SMC Bundy Campus, Room 127

Sat 9:00 a.m. – 4:00 p.m. Jan 27

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. Student will each work at an individual PC computer

station. Do not bring a laptop to class and there is no need to purchase the QuickBooks software. Materials fee $10 at class.

$99 | Jennifer McIntosh
SMC Bundy Campus, Room 127

Sat 9:00 a.m. – 4:00 p.m. Feb 3

Certificate Series: QuickBooks I & II

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

$219 | Jennifer McIntosh
SMC Bundy Campus, Room 127

Sat 9:00 a.m. – 4:00 p.m. Jan 27 – Feb 3

ON THE NET

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

Bartending

Bartending the Easy Way – Online

Be the bartender managers want to hire! In a self-paced online course using the Master Code of Mixology™–a branded instruction method for the beverage industry–learn to see the business from three points of view: the bartender, the customer, and the manager. Find out how to practice making cocktails and what you need to know about glassware, tools, recipes, pouring a perfect shot using the "tail," wine and champagne service, and more! Learn about high-volume sales techniques, laws, and responsible beverage service. Also, pick up tips on job interviews and resumes, as well as how to start your own bartending service, and alternative ways to make money in the beverage industry.

Open start date Fee: $100

Driver Education

Driver's Ed Online!

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

Open start date Fee: $29.50

Traffic School Online!

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

Open start date Fee: $29.97

Notary

Become a Notary Public Online!

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

Open start date Fee: $75

register for classes ONLINE

at commed.smc.edu

Taking Courses on Your Terms

ONLINE ed2go

Taking courses on your terms

✓ Convenient
✓ Affordable
✓ Effective

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

Online Classes

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

- Expert instructors
- 24-hour access
- Online discussion areas
- 6 weeks of instruction
- Select from hundreds of courses
- New sessions begin each month

Browse **ed2go.com/smce** to find Online Classes that meet your personal needs.

Online Career Training

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

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

Visit **careertraining.ed2go.com/smce** to learn more about our Online Career Training and certification.

Broaden Your Horizons – Make It Happen Today!

Online Education with ed2go

Online Classes

COURSES START: November 8, December 13, January 17, February 14

How to begin your class:

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

SELECTION OF POPULAR ONLINE CLASSES

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

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

Online Career Training

COURSES START ANYTIME

Begin at Your Convenience!

How to get started:

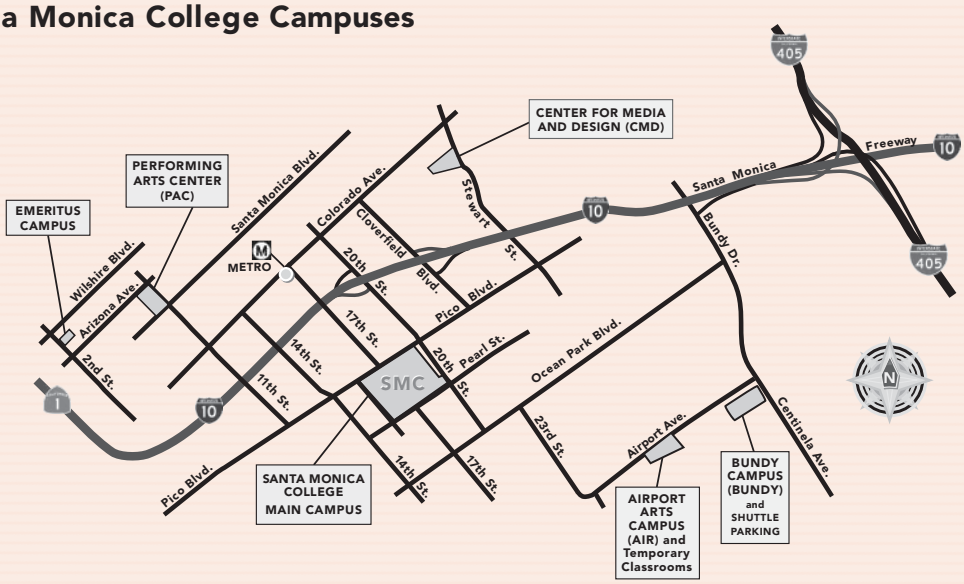
1. Browse the classes at: **careertraining.ed2go.com/smce**
2. Select a **Course** and then click on the **Enroll** button to fill-out the enrollment form, or contact us at (877) 221-5151

SELECTION OF POPULAR ONLINE CAREER TRAINING

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

Payment plans and financial aid available.

Santa Monica College Campuses



TO REGISTER

All major credit cards accepted. We will e-mail or send you confirmation within two days after receiving your request. If the course is full, we tell you immediately. If you don't hear from us, please call for confirmation.

ONLINE: Go to *commed.smc.edu*
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 January 14 – 15.

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.

CANCELLATION AND REFUND POLICIES

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

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

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

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

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

TRANSPORTATION, FIELD TRIPS, & EXCURSIONS: SMC Community Education does not provide transportation for any voluntary field trips or excursions to any off-campus locations. Although staff may assist in coordinating this transportation or may recommend travel routes, etc., Santa Monica College is in no way responsible and assumes no liability for any losses or injuries resulting from any non-District-sponsored transportation. If you ride with another SMC student, that student is not an agent of, or driving on behalf of, Santa Monica College. According to California Code of Regulations §55450, if you participate in a voluntary field trip or excursion, you are deemed to have held harmless the District and its officers, agents, and employees from all liability or claims which may arise out of or in connection with your participation in this activity.

DISABILITY ACCOMMODATION:

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

SMC ADMINISTRATION AND STAFF
Dr. Kathryn E. Jeffery, Superintendent/President
Dr. Patricia Ramos, Dean, Workforce & Economic Development
Michelle King, Director, Career & Contract Education

SMC COMMUNITY EDUCATION STAFF
Alice Meyering

Schedule prepared by SMC Office of Marketing

SMC BOARD OF TRUSTEES
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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 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

SMC COMMUNITY EDUCATION | WINTER 2018

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 _____

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

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Class_____ Fee $_____

Class_____ Fee $_____

Total amount to be charged Fee $_____

VISIT OUR WEBSITE AT: commed.smc.edu

© Michael Gaines, On the Street with Your Camera

PHOTO WORKSHOPS

WINTER 2018

"Photography is a way of feeling, of touching, of loving. What you have caught on film is captured forever.... It remembers little things, long after you have forgotten everything." — Aaron Siskind

Our fourth annual photo contest is coming in Spring. Get ready to take your best shot with our Photo Workshops that take you from beginner to expert!

For novices, our perennial favorites **Basic Photography** and **Beyond Basic Photography** will give you a strong foundation and good grasp of digital photography.

For more experienced photographers, **On the Street with Your Camera** hones your skills to capture the fleeting moments of life in the city, and our brand new **Lifestyle Portraits** shows you how to create a memorial spread like the one shown here. Our **Advanced Black & White Printing** continues to be popular among the experts, so be sure to register early! And discover how to put a memorable spin on the black and white with **Hand-Tinted Photographs** that express your creativity!

See pages 9–10 for more details.

Lifestyle Portraits

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 WINTER 2018 CLASSES

SANTA MONICA COLLEGE
COMMUNITY EDUCATION

OPEN HOUSE 2018

Saturday, February 3, 10 a.m. – 2 p.m.
Bundy Campus, Room 123

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

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

Choose from hundreds of courses that can enrich and change your life. Classes fill quickly, so sign up for Winter 2018 now! Complete the registration form on page 22 to get started today.

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

COMMUNITY EDUCATION

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

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