EXCITING CERTIFICATE PROGRAMS

Administrative Office Management
Mobile Application Development
Office Support Specialist
Web Design and Programming

NEW CERTIFICATE COURSES
Photoshop
Social Media
Graphic InDesign

313-496-2600
www.wcccd.edu
WE ARE
SCHOOL OF CONTINUING EDUCATION

RESPONSIVE • PROFESSIONAL • LIFE ENRICHING

The School of Continuing Education provides high quality, accessible programs and services in response to community needs. Our programs are offered as lifelong learning opportunities for individuals who want to enrich their cultural experiences, enhance their professional or occupational skills. Courses are available during the day, evening, weekend and on-line.

Our lifelong learning courses encompass a wide range of activities and interests, such as: arts and crafts, personal enhancement, health, physical fitness and sports, performing arts and global awareness. Additional educational opportunities include specialized courses that fulfill state licensing and professional certification requirements and computer technology training.

Youth development is a special focus area for the School. Among our programs are the Kids’ College, summer camps, career exposure and the youth enhancement series. These classes are designed to be fun-filled, academically challenging and enriching.

Continuing Education specializes in providing Short-Term Certificate programs that offer new training opportunities based on the changing economy and the need for retraining and skill building. Such offerings include Advanced Computer Technology, Human Resources Specialist, Computerized Accounting, Entrepreneurship, Grant Writing, Grant Management, Office Support Specialist, and Non-Profit Management.

The School is committed to the provision of excellence. Our staff and instructors have collective expertise in a wide range of subject matter and course content. We look forward to providing you with superior customer service.

To Request a Continuing Education Schedule
Call (313) 496-2600 or visit www.wcccd.edu
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President's Initiatives

DOWNRIVER CAMPUS

College Night
October 16, 2015

College Night will provide students the opportunity to obtain information for over 50 colleges in one location. Students will learn about academic and career programs, financing and admission procedures. Parents, family and friends are welcomed.

DOWNTOWN CAMPUS

Fitness Day
September 2015

The Downtown Campus would like to invite staff and students to a fun day of workshops and fitness training at no cost, prizes for fitness challenges.

EASTERN CAMPUS

Real Men Read
October 2015

The President of the Eastern Campus believes that REAL MEN READ. A collection of professional men from WCCCD will donate an hour of time to read story books to our local elementary school students. This inspirational event will spark an interest in our children to continue down the path of reading, because REAL MEN READ!

NORTHWEST CAMPUS

Health Fair
September 2015

The fair will consist of blood pressure and dental screenings at no cost, healthy food demonstrations, informational seminars, invited speakers, a health walk and exhibitors targeting health & wellness issues relevant to our community.

WESTERN CAMPUS

Home Energy Efficiency and Safety
October 10, 2015

This one day workshop will focus on the latest industry trends and products to improve energy efficiency and safety in our homes. Experts from several areas will showcase the latest products in heating and cooling systems, solar energy and other systems to help save money on utility bills and conserve energy. Experts will also show homeowners tips and techniques to improve safety and efficiency around the house with minimal investment. Local public safety officials with also be present to answer questions about smoke detectors, carbon monoxide detectors and other ways to be safe at home.

Please call 313-496-2704 for specific event dates and times

6 Call 313.496.2600 • www.wcccd.edu
Wayne County Community College District — Fall 2015
Important Dates to Remember

Fall 2015

Tuesday, August 25, 2015 . . . . . . . . Classes Begin
Monday, September 7, 2015 . . . . . . . Labor Day (District Closed)
Tuesday, October 27, 2015 . . . . . . . District Conference Day (District Closed)
November 26-28, 2015 . . . . . . . . . . Thanksgiving Break (District Closed)
Monday, December 14, 2015 . . . . . . Classes End

Online Registration available 24 hours a day, 7 days a week

Registration Hours


Monday – Thursday . . . . . . . . . . . . 8:30 a.m. – 7:00 p.m.
Friday . . . . . . . . . . . . . . . . . . . . . . . . 8:30 a.m. – 4:30 p.m.
Saturday . . . . . . . . . . . . . . . . . . . . . . . 9:00 a.m. – 3:00 p.m.

Registration for Continuing Education courses is ongoing throughout the semester at all five campuses.

FALL 2015

Classes begin on August 25, 2015

Please check our website www.wcccd.edu
Frequently Asked Questions

How/when can I register?
Remember that some of our courses begin after the regular semester start date. For classes with a later start date, registration is ongoing throughout the semester.
- Walk-in Registration deadline: Seven days prior to the first class meeting.
- Mail-in Registration deadline: Please mail the form at least 10 business days prior to the beginning of class. The form must be processed seven days prior to the first class meeting.
- Fax-in Registration deadline: Seven days prior to the first class meeting.
- Online Registration: Seven days prior to the first class meeting.

What registration form do I need to complete if I register on campus?
The Continuing Education registration form is located inside the CE Schedule book for that semester. You can also obtain the form from a Campus Registration office or it can be downloaded from our CE link on our WCCCD website (www.wccd.edu).

Do I have to pay at the time of registration?
Yes, the District does not accept cash. Students may opt to pay by check, VISA, MasterCard, Discover, American Express or ATM debit transfer. The District Bookstores provide prepaid debit cards for a nominal fee. It is recommended that the student review the cost of fees in the class schedule before registering.

Note: ALL RETURNING STUDENTS WHO HAVE AN OUTSTANDING BALANCE MUST PAY 100% OF THEIR OUTSTANDING BALANCE OR MAKE PAYMENT ARRANGEMENTS BEFORE THEY CAN REGISTER FOR THE CURRENT SEMESTER.

What is the last day to register?
Due to the limited seating capacity, we encourage you to register seven business days prior to the start of the class.

Will I receive confirmation after I register for a class?
In most cases, you should receive a computer generated confirmation at the time of registration. If you register by mail or fax, you should receive a confirmation within seven to ten days via mail if your current mailing address is correct in the District’s computer system.

Do you have admission and/or registration fees for CE classes?
No.

Do I have to take the COMPASS test (admission test) to take CE classes?
No.

How can I pay for my classes?
Payment may be made by check, Visa, MasterCard, Discover, American Express, or debit card. Personal checks must be drawn on a bank in Michigan and must have a preprinted check #, name and account number on them. If the writer of the check is a person other than the student, the student must present the writer’s ID. The student must have adequate picture identification and endorse the check. Any one of the following identifications is accepted: Driver’s license, military service I.D. card, state picture, I.D. card, or passport. (Exception: No student identification is needed for a minor whose parent/guardian is making the payment with a personal check).

What if my class is cancelled?
The School of Continuing Education reserves the right to cancel any class if enrollment is insufficient. The decision to hold or cancel a course is made, in most cases, seven business days prior to the start of the course. In cases of course cancellation, an attempt will be made to contact you either by telephone or mail.

What is the difference between dropping a class and withdrawing from a class?
A student who drops a class before the start date of the class will receive a 100% refund for that class. A student who withdraws from a class after the class begins will receive no refund.
What is the refund policy?
If the District cancels a course, you will receive a full refund. If you withdraw from a course prior to the start of the course, you will receive a full refund. No refunds will be issued to those who withdraw after the class has started. For refund questions, you may contact the Finance Department at (313) 496-2873.

What is a CEU?
A CEU (Continuing Education Unit) provides a record and accountability for continuing education activities that meet the certification requirements of certain professional organizations. In all recognized educational circles, one CEU is equal to 10 contact hours of participation in an organized continuing education or extension experience.

What are the requirements to receive a certificate of completion for the CE short-term certificate programs?
You must complete all courses required in each particular certificate area of study.

What are the requirements to receive a certificate of participation for my children/child for CE short-term certificate programs?
You must complete all courses required in each particular certificate area of study.

In order to receive a certificate do I have to take all the classes during one semester?
It is recommended that students who want to complete a specific Certificate Program within the same semester, register for all courses at the same time. However, the Ministerial Leadership Academy Certificate requires extensive courses. Therefore, you will not complete this program in one semester. The Certificate Programs have class size limits, so register early.

Is it necessary to take Certificate Program classes in sequential order?
Yes, one course builds upon another so classes must be taken in sequential order.

Can minors take classes?
Yes. We do allow students under eighteen years of age to enroll in our Kids’ College classes with parental permission.

I’ve forgotten my User ID (A number). What do I do?
Go to your nearest campus Admissions office with valid identification to inquire.

How do I obtain a parking permit?
A parking permit can be obtained from your Campus Safety Department. Please bring your driver’s license, car registration, and current class schedule.

Do I need a student picture ID?
Yes, your picture ID can be obtained from the Campus Safety Department.

Are there books required for CE classes?
It is recommended that you ask the instructor about book requirements on the first day of class.

Am I required to purchase my own books and or supplies?
All classes require you to purchase books and or supplies.

What if I move or change my phone number?
It is the student’s responsibility to update any changes to their contact information (i.e. telephone numbers, address). Student information is not automatically updated when a new course registration is received. To make changes to your student record, contact the Office of Admissions at any of the WCCCD’s five campuses to complete a Change of Data Form with the appropriate documentation (i.e. valid ID, marriage certificate, social security card, etc.) to substantiate change.

What happens if there is bad weather?
Call the inclement weather line (313) 496-2600.
Very Important Registration Information!

Disclaimer
This class schedule is for informational purposes only and does not constitute a contract. The College reserves the right to change, modify or alter without notice all fees, changes, expenses and costs of any kind and further reserves the right to add or delete, without notice, any course offering or information contained in this schedule. WCCCD reserves the right to assign instructional staff and to eliminate, cancel, phase-out, or reduce course size and/or programs for financial, curricular or programmatic reasons.

Payment By Check
Personal checks must be drawn on a financial institution within the United States and must have a preprinted name, check # and account number on them. If the writer of the check is a person other than the student, the student must present the writer’s I.D. The student must have adequate picture identification and endorse the check. Any one of the following identifications are accepted: Driver’s license, military service I.D and discharge papers, pictured charge cards, employment picture I.D card, state picture I.D card, or passport.

Cashless Registration
Students are required to make all payments by check, Visa, Mastercard, Discover, American Express or ATM debit transfer. The College Bookstore provide prepaid debit cards for a nominal fee. It is recommended that the student review the cost in the schedule booklet before registering.

Certificate Programs
It is recommended that students who want to complete a specific Certificate Program within the same semester, register for all courses at the same time. It is required that you take your classes in sequential order unless prior permission is obtained from the School of Continuing Education. The certificate programs have class size limits, so register early.

Senior Citizens
Senior Citizens- Citizens who are residents of the district and 60 years of age or older may enroll in the college tuition-free. **(THIS EXCLUDES CERTIFICATE COURSES)** Senior Citizen Tuition Waivers will be granted on a seat-availability basis in regularly scheduled academic classes. Although student activity fees shall be waived for senior citizens, they are responsible for all other fees such as the cost of books and class supplies. Senior students are expected to adhere to the same academic standards, rules and regulations that are in place for other students. Proof of age and residency is required at the time of registration.
Exciting NEW Programs for SPRING AND SUMMER 2016

Spring 2016
• Illustrator Certificate

Summer 2016 - Kids’ College
• ACT Language
• ACT Science
• Bilingual Bookworm
• Futuristic Creative Writing
• Math Brainiacs

• Reading Skills
• Science Design Challenge
• Spelling Basics
• Steam Challenge Series

For information call (313) 496-2704 or visit www.wccccd.edu
Program Overview: The Administrative Office Management Certificate offers the career training needed to become an office manager, administrative assistant, legal or medical office assistant, receptionist, office clerk or office support specialist. Courses in the Administrative Office Management Certificate will assist students in preparing for entry-level positions and upgrade current skills for career advancement.

Microsoft Word Intermediate 2013
Participants will build on knowledge acquired in Microsoft Word 2013 Basic to learn working with tables, charts, graphics, templates and styles. Document merge and transfer will also be discussed.

Course #: AOMC-4003
FEE: $65.00
CEU's: 1.5
Downtown - Instructor: Hudson, Wanda
Room: TBD
CRN: 97806, Tue 5:30PM-8:30PM
Date: 8/25/15 - 9/22/15

Customer Service I-Quality
Customer Service
This course stresses the importance of customer service, building customer loyalty and retention, business ethics and etiquette. Career opportunities in the field will also be discussed.

Course #: AOMC-4000
FEE: $45.00
CEU's: 0.8
Downtown - Instructor: Simmons, Sandra
Room: TBD
CRN: 95974, Mon, Wed 5:30PM-8:30PM
Date: 8/26/15 - 8/31/15

Effective Communication in Business
Participants will identify personality styles and behaviors. Learn appropriate dress, listening skills and how to delegate assignments effectively. Participants will also learn to communicate more effectively with co-workers and business clients.

Course #: AOMC-4006
FEE: $45.00
CEU's: 0.6
Downtown - Instructor: Simmons, Sandra
Room: TBD
CRN: 95973, Mon, Wed 5:30PM-8:30PM
Date: 9/1/15 - 9/9/15

Leadership and Supervision
Participants will review leadership styles, team building, theories, challenges and effective leadership styles. Participants will also gain methods to prepare for and organize a productive meeting.

Course #: AOMC-4001
FEE: $50.00
CEU's: 0.6
Downtown - Instructor: Simmons, Sandra
Room: TBD
CRN: 95972, Mon, Wed 5:30PM-8:30PM
Date: 9/14/15 - 9/16/15

Fundamentals of Human Resources
Participants in this course will learn to lay the groundwork for the basic functions of Human Resources (HR). Participants will be exposed to insights into emerging trends and key HR issues for the future.

Course #: AOMC-4002
FEE: $70.00
CEU's: 1.2
Downtown - Instructor: Simmons, Sandra
Room: TBD
CRN: 95975, Mon, Wed 5:30PM-8:30PM
Date: 9/21/15 - 9/30/15

Microsoft Access Intermediate 2013
Participants will build on skills acquired in Microsoft Access Basic. Participants will learn to modify, and work with multiple tables, understand relational tables and create custom forms. Advanced skills for query and report techniques and specifying multiple criteria will also be explored.

Course #: AOMC-4005
FEE: $65.00
CEU's: 1.5
Downtown - Instructor: Hudson, Wanda
Room: TBD
CRN: 97808, Tue 5:30PM-8:30PM
Date: 9/29/15 - 11/3/15
Administrative Office Management Certificate (continued)

Program Overview: The Administrative Office Management Certificate offers the career training needed to become an office manager, administrative assistant, legal or medical office assistant, receptionist, office clerk or office support specialist. Courses in the Administrative Office Management Certificate will assist students in preparing for entry-level positions and upgrade current skills for career advancement.

Microsoft Excel Intermediate 2013
Participants will learn advanced features of Microsoft Excel using Microsoft certified manuals. Participants will receive instructions on how to control the screen, use functions such as sum, average, maximum, minimum and creating charts and tables.

Course #: AOMC-4004
FEE: $65.00
CEU’s: 1.5
Downtown - Instructor: Hudson, Wanda
Room: TBD
CRN: 97807, Tue 5:30PM-8:30PM
Date: 11/10/15 - 12/8/15
Case Management Certificate

Program Overview: Case management is an area which encompasses a variety of areas such as medicine, social work, community support services, mental health, substance abuse and counseling. Completion of this certificate program will enable individuals to improve their methods of assessment and evaluation, follow-up as well as information management.

For more information contact: Melodie Bunkley  313-496-2704  bunkle1@wcccd.edu

Introduction to Case Management
Participants will learn the basic concepts of case management. Access to the agency, intake, assessment, goal setting, planning and intervention will also be reviewed.

Course #: CASM-1000
FEE: $65.00
CEU’s: 1.5
Downtown - Instructor: White, Carin
Room: TBD
CRN: 90134, Sat 9:00AM-12:00PM
Date: 8/29/15 - 9/26/15

Document Efficiently
Participants will learn the SOAIGP (supplemental, observations, activities, impressions, goals and plan) methods to ensure good record keeping and efficiency in phone or direct contact with constituents.

Course #: CASM-1001
FEE: $65.00
CEU’s: 1.5
Downtown - Instructor: White, Carin
Room: TBD
CRN: 90135, Sat 9:00AM-12:00PM
Date: 10/3/15 - 10/31/15

Ethical Issues and Dilemmas
Participants will learn case management techniques for addressing ethical dilemmas.

Course #: CASM-1002
FEE: $65.00
CEU’s: 1.5
Downtown - Instructor: White, Carin
Room: TBD
CRN: 90136, Sat 9:00AM-12:00PM
Date: 11/7/15 - 12/12/15

Cultural Competence
Participants will learn the different cultures and examine how knowledge, skill and attitude play an intricate part when performing case management tasks.

Course #: CASM-1003
FEE: $65.00
CEU’s: 1.5
Downtown - Instructor: White, Carin
Room: TBD
CRN: 90137, Sat 12:00PM-3:00PM
Date: 11/7/15 - 12/12/15
**CERTIFICATE PROGRAMS**

**Preproduction I - Writing for Film**
Participants will learn about the three act structure, conflict, plot, theme, arcs, character creation, development and many of the other elements that goes into successful script writing. Throughout this course students will study modern examples of successful films and their screenplays. Participants will also write their own short film treatment and script.

**Course #**: ARTC-5012  
**FEE**: $70.00  
**CEU’s**: 1.5  
**Eastern - Instructor**: Loomis, Suane  
**Room**: TBD  
**CRN**: 97909, Mon,Wed 4:00PM-6:00PM  
**Date**: 8/26/15 - 9/14/15

**Preproduction II - The Role of the Producer**
Participants will examine the title of producer, and break down all of the key elements of a production that are handled by the products. This includes budgets to storyboards and crew to craft services, the producer will be defined and demystified.

**Course #**: ARTC-5013  
**FEE**: $70.00  
**CEU’s**: 1.5  
**Eastern - Instructor**: Loomis, Suane  
**Room**: TBD  
**CRN**: 97911, Mon,Wed 4:00PM-6:00PM  
**Date**: 10/26/15 - 11/9/15

**Postproduction II - The Role of the Director**
Participants in this course will explore all elements needed to orchestrate, design and execute from behind the lens. With knowledge in that area of camera use, lighting and audio capture, students will embark on a journey of analysis and application of the skills required to be a director. Participants will examine the work of prominent directors and learn about style, narrative choice, camera placement, movement, working with talent, set management and more.

**Course #**: ARTC-5015  
**FEE**: $70.00  
**CEU’s**: 1.5  
**Eastern - Instructor**: Loomis, Suane  
**Room**: TBD  
**CRN**: 97910, Mon,Wed 4:00PM-6:00PM  
**Date**: 9/28/15 - 10/12/15

**Television Production Editing**
This course is a study of basic television production as it applies to studio programming. Participants will be introduced to techniques in field production for commercial and industrial television. Other offerings with this course include studio camera operation, audio for television, and television directing with emphasis on underlying principles of video technology/editing.

**Course #**: ARTC 6003  
**FEE**: $75.00  
**University Center Instructor**: Staff  
**Room**: TBD  
**CRN**: 98893, Wed 5:00PM-7:55PM  
**Date**: 11/4/15 - 12/2/15

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**Film Production Certificate**

**Program Overview**: Career opportunities in live entertainment, such as Broadway and Off-Broadway theaters, touring productions, and repertory theaters in many major metropolitan areas, as well as theme parks and resorts, are expected to offer many job opportunities. However, prospects in these venues are variable because they fluctuate with economic conditions. The Film Production Certificate requires you to complete several course which are not all offered in one semester.

For more information contact: Melodie Bunkley  
313-496-2704 mbunkle1@wcccd.edu
Grant Writing Certificate

Program Overview: There are many career possibilities within the charitable fundraising industry ranging from independent and contract, to entry-level and senior level positions, some of which include, Grant Writer, Development Director, Director of Planned Giving, and Large Gift Director.

It is required that you take your classes in sequential order.

 Identify the Funds That Count

Participants will learn useful information on identifying and locating local, state and national funding sources. Learn to use the Internet and foundation directories when searching for funding.

Course #: GWRT-1322
FEE: $75.00
CEU's: 1.6
Downtown - Instructor: Norman Hill, Shelly
Room: TBD
CRN: 90086, Fri 9:00AM-1:00PM
Date: 8/29/15 - 9/18/15
Downriver - Instructor: Bolton, Diane
Room: TBD
CRN: 90154, Tue,Thu 6:00PM-9:00PM
Date: 8/25/15 - 9/8/15
Northwest - Instructor: McNeil, Randy
Room: TBD
CRN: 90242, Tue,Thu 9:00AM-12:00PM
Date: 8/25/15 - 9/8/15

Grant Writing II

Participants will learn how to work as a team when writing grants; developing a detailed, and well documented proposal when submitting to larger foundations.

Course #: GWRT-1324
FEE: $75.00
CEU's: 1.6
Downtown - Instructor: Norman Hill, Shelly
Room: TBD
CRN: 90088, Fri 9:00AM-1:00PM
Date: 10/23/15 - 11/13/15
Downriver - Instructor: Bolton, Diane
Room: TBD
CRN: 90156, Tue,Thu 6:00PM-9:00PM
Date: 9/29/15 - 10/13/15
Northwest - Instructor: McNeil, Randy
Room: TBD
CRN: 90251, Tue,Thu 9:00AM-12:00PM
Date: 9/29/15 - 10/13/15

Research/Write State and Federal Grants

Participants will learn techniques in anticipating upcoming grants, to read a federal (request for proposal), to research appropriate government agencies, to understand state and federal grant guidelines and to compose key sections of the grant.

Course #: GWRT-1325
FEE: $75.00
CEU's: 2.4
Downtown - Instructor: Norman Hill, Shelly
Room: TBD
CRN: 90245, Tue,Thu 9:00AM-12:00PM
Date: 9/10/15 - 9/24/15
NEW GRAPHIC INDESIGN CERTIFICATE

Program Overview: The Graphic InDesign program is designed to help combine artistic and technical talents to develop practical skills that employers are demanding. Graphic design focuses on providing print resources for businesses and other organizations.

IT IS REQUIRED THAT YOU TAKE YOUR CLASSES IN SEQUENTIAL ORDER.

**InDesign 1: Introduction**
Participants in the course will learn the InDesign workshop while working with graphics and object styles. Participants will set up documents and work with pages, objects and text frames. Prerequisites: Familiarity with computers. All participants must have a USB Flash Drive.

- Course #: GDIC-5000
- Fee: $100.00
- CEU's: 0.6
- Downtown - Instructor: Staff
- Room: TBD
- CRN: 98824, Sat 9:00AM-12:00PM
- Date: 9/5/15 - 9/12/15

**InDesign 2: Novice**
Participants in this course will learn how to assemble text and images into multipage documents that can be published in print, on the web and in many other electronic formats, with this industry-standard page-layout program. Prerequisites: InDesign 1. All participants are required to have a USB Flash Drive.

- Course #: GDIC-5001
- Fee: $100.00
- CEU's: 0.9
- Downtown - Instructor: Staff
- Room: TBD
- CRN: 98825, Sat 9:00AM-12:00PM
- Date: 9/19/15 - 10/3/15

**InDesign: 3 Intermediate**
Participants in this course will learn how to develop compelling layouts for print and digital distribution while creating layouts for magazines, brochures and more. Prerequisites: InDesign 1. All participants are required to have a USB Flash Drive.

- Course #: GDIC-5002
- Fee: $100.00
- CEU's: 0.9
- Downtown - Instructor: Staff
- Room: TBD
- CRN: 98826, Sat 9:00AM-12:00PM
- Date: 10/10/15 - 10/24/15

**InDesign 4: Advanced**
Participants in this course will learn how to add interactivity to publications and discover how your print layouts are exported to HTML. Prerequisites: InDesign 3. All Participants must have a USB Flash Drive.

- Course #: GDIC-5003
- Fee: $100.00
- CEU's: 0.9
- Downtown - Instructor: Staff
- Room: TBD
- CRN: 98827, Sat 9:00AM-12:00PM
- Date: 10/31/15 - 11/14/15
Macromedia Dreamweaver Certificate

Program Overview: Upon completion of the Macromedia Dreamweaver Certificate Program participants will be qualified to work as Web Developer/Administrator or consultant in a corporate setting or an independent consultant.

For more information contact: Melodie Bunkley 313-496-2704 mbunkle1@wcccd.edu

Dreamweaver-Level I
Participants will be introduced to the Dreamweaver environment and learn about workspace and panel groups. Adding links and images to web pages, adding content to tables, and using tables in Standard and Layout views will also be covered.

Course #: CSTT-1354
FEE: $70.00
CEU's: 1.5
Western - Instructor: Brown, Verna
Room: TBD
CRN: 96016, Tue, Thur 5:30PM-10:00PM
Date: 8/25/15 - 9/3/15

Dreamweaver-Level II
Participants will learn the concept of forms and form processing, designing and creating form objects, and adding behavior to forms. Additional topics covered will include applying CCS attributes to a templates, creating image maps and navigation bars and understanding the concept of layers.

Course #: CSTT-1355
FEE: $70.00
CEU's: 1.5
Western - Instructor: Brown, Verna
Room: TBD
CRN: 96017, Tue, Thur 5:30PM-7:30PM
Date: 9/8/15 - 10/1/15

Dreamweaver-Level III
Participants will learn to create a website using frames, modifying frame/frameset properties, and adding flash buttons for navigation. The use of linear and non-linear timelines to create animation, and adding media objects such as Flash, Shockwave, Java applets, sound and video will also be covered.

Course #: CSTT-1356
FEE: $70.00
CEU's: 1.5
Western - Instructor: Brown, Verna
Room: TBD
CRN: 90221, Tue, Thur 5:30PM-7:30PM
Date: 10/6/15 - 11/3/15
Program Overview: The purpose of this program is to prepare students for entrepreneurship or positions as mobile application developers. Instruction will cover application development for Apple’s iPhone/iPad Touch and Google’s Android platforms. Topics will include programming, scripting, and the use of Software Development Kits (SDK) for each platform.

Foundations in Computer Information Systems
This course provides a foundation for understanding computer information systems and the information technology industry. Participants will learn the vocabulary and concepts of hardware/software, ethical issues and the career path options available.

Course #: MADC-4000  
Fee: $65.00  
Western - Instructor: Nelson, Rodney  
Room: TBD  
CRN: 96328, Sat 9:00AM-2:00PM  
Date: 8/29/15 - 9/19/15

Introduction to Java Programming Language
This course provides a foundation for Java programming including syntax, its environment and its support for graphical user interface (GUI). Participants will gain an understanding of object-oriented programming.

Course #: MADC-4001  
Fee: $65.00  
Western - Instructor: Nelson, Rodney  
Room: TBD  
CRN: 96329, Sat 9:00AM-2:00PM  
Date: 9/26/15 - 10/24/15

Android Application Development
This course teaches methods for creating applications for the Android open source platform. The SDK (Software Development Kit), Android architecture, activity lifecycle, and NUI (Natural User Interface) guidelines will be utilized. Students will be able to create simple applications for Android Mobile devices.

Course #: MADC-4002  
Fee: $65.00  
Western - Instructor: Nelson, Rodney  
Room: TBD  
CRN: 96330, Sat 9:00AM-2:00PM  
Date: 10/31/15 - 11/21/15

iPhone/iPod Application Development
This class teaches methods for creating applications for the Apple iPhone/iPod platform. Apple’s SDK (Software Development Kit) and API’s (Application Programming Kits) will be utilized. Participants will be able to write simple iPhone/iPod applications.

Course #: MADC-4003  
Fee: $65.00  
Western - Instructor: Nelson, Rodney  
Room: TBD  
CRN: 96331, Tue 6:00PM-10:00PM  
Date: 11/3/15 - 11/24/15
Non-Profit Management Certificate

Program Overview: The non-profit includes organizations from a wide variety of industries, including civic and social, religious, educational support, business and professional, grantmaking and giving, individual and family service, amusement and recreation, museums and historical, social advocacy, research and development and health care organizations.

Non-Profit Organization Start-Up
This course introduces the participant to the “How-to’s” of non-profit start-up including vision and mission development, board development, applying for tax-exempt status, and where to find additional resources.

Course #: NPOM-4002
FEE: $40.00
Downtown - Instructor: Norman Hill, Shelly
Room: TBD
CRN: 90082, Tue 9:00AM-1:00PM
Date: 8/25/15 - 9/5/15
Downtown - Instructor: McNeil, Randy
Room: TBD
CRN: 90125, Fri 1:00PM-2:30PM
Date: 8/28/15 - 9/25/15

Steps to Become a 501c3 Organization
This workshop educates your organization about the necessary steps to become 501c3 (non-profit) organizations. You will learn which forms to use and where to obtain them. All fees and timelines for completion of forms will be covered. We will also explore what your group is entitled to with the Articles of Incorporation.

Course #: NPOM-4000
FEE: $40.00
Downtown - Instructor: Norman Hill, Shelly
Room: TBD
CRN: 90083, Sat 9:00AM-3:00PM
Date: 9/12/15 - 9/12/15

Introduction to Strategic Planning
This course covers the basic fundamentals of non-profit strategic planning for both non-profit staff and board members. Topics include why an organization needs a plan, and how to structure the planning session.

Course #: NPOM-4007
FEE: $40.00
Downtown - Instructor: McNeil, Randy
Room: TBD
CRN: 97832, Fri 1:00PM-3:00PM
Date: 10/2/15 - 10/2/15

Fund Development
Students will learn to raise funds and secure contacts for your organization through effective planning and implementation of an annual giving program. Also, creative and unique special events fund raising techniques will be explored.

Course #: NPOM-4013
FEE: $40.00
Downtown - Instructor: McNeil, Randy
Room: TBD
CRN: 97833, Fri 1:00PM-2:30PM
Date: 10/9/15 - 11/6/15

Steps to Successful Fundraising
This course provides general information on planning and coordinating a successful fundraiser. The students will learn how to develop a budget, timeline and coordinate volunteers to assist with implementing a fundraiser. The course will include preparing a budget, selecting good volunteers, and discussing how to use various resources.

Course #: NPOM-4020
FEE: $50.00
Downtown - Instructor: Norman Hill, Shelly
Room: TBD
CRN: 92120, Sat 9:00AM-1:00PM
Date: 10/17/15 - 10/24/15

Introduction to Grants Management
This seminar includes techniques for managing, tracking and reporting grant activities to government, private and corporate sources once a grant has been approved.

Course #: NPOM-4017
FEE: $40.00
Downtown - Instructor: McNeil, Randy
Room: TBD
CRN: 94229, Fri 2:30PM-4:30PM
Date: 12/4/15 - 12/4/15
Office Support Specialist Certificate

Program Overview: The Office Support Specialist Certificate offers students the opportunity to set themselves apart from other applicants in information technology as well as provide those traditional job skills needed for re-entry into the office job markets. Basic keyboarding is a skill necessary for successful course completion. Students need to register for all four classes and pass all four classes to receive the certificate. In addition, students need to purchase the course textbook and a USB Drive (1 GB minimum) required for the first day of class. Previous use of office software is helpful.

For more information contact: Melodie Bunkley 313-496-2704 mbunkle1@wcccd.edu

Office Support I-PC Basics
Participants will learn methods to increase their office productivity and efficiency.

Course #: OFSP-1318
FEE: $65.00
CEU’s: 1.6
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90176, Mon,Wed 6:00PM-9:00PM
Date: 8/26/15 - 9/14/15

Office Support II-Introduction to Software: Word and Excel
Participants will learn the fundamentals of the word processing software, Microsoft Word, including saving files, cutting, copying, pasting, formatting, inserting tables, headers, footers, and mail merge. In the spreadsheet software, Microsoft Excel, participants will learn how to manage workbooks, including formatting cells, rows, columns, using background colors, sorting data and the use of charts.

Course #: OFSP-1319
FEE: $65.00
CEU’s: 2.7
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90177, Mon,Wed 6:00PM-9:00PM
Date: 9/16/15 - 10/14/15

Office Support III-Advanced Software: Access and PowerPoint
Participants will learn how to effectively use two of the more advanced office software: Microsoft Access and Microsoft PowerPoint.

Course #: OFSP-1320
FEE: $65.00
CEU’s: 2.7
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90178, Mon,Wed 6:00PM-9:00PM
Date: 10/19/15 - 11/16/15

Office Support IV-Office Procedures
Participants will learn proper procedures in office management. Participants will also learn to communicate more effectively with their company’s internal and external audiences, (verbal, printed, and technological communication), maintain records, word processing, financial analysis, and office automation.

Course #: OFSP-1321
FEE: $65.00
CEU’s: 1.6
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90179, Mon,Wed 6:00PM-9:00PM
Date: 11/18/15 - 12/7/15

Office Support I-PC Basics
Participants will learn methods to increase their office productivity and efficiency.

Course #: OFSP-1318
FEE: $65.00
CEU’s: 1.6
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90176, Mon,Wed 6:00PM-9:00PM
Date: 8/26/15 - 9/14/15

Office Support II-Introduction to Software: Word and Excel
Participants will learn the fundamentals of the word processing software, Microsoft Word, including saving files, cutting, copying, pasting, formatting, inserting tables, headers, footers, and mail merge. In the spreadsheet software, Microsoft Excel, participants will learn how to manage workbooks, including formatting cells, rows, columns, using background colors, sorting data and the use of charts.

Course #: OFSP-1319
FEE: $65.00
CEU’s: 2.7
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90177, Mon,Wed 6:00PM-9:00PM
Date: 9/16/15 - 10/14/15

Office Support III-Advanced Software: Access and PowerPoint
Participants will learn how to effectively use two of the more advanced office software: Microsoft Access and Microsoft PowerPoint.

Course #: OFSP-1320
FEE: $65.00
CEU’s: 2.7
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90178, Mon,Wed 6:00PM-9:00PM
Date: 10/19/15 - 11/16/15

Office Support IV-Office Procedures
Participants will learn proper procedures in office management. Participants will also learn to communicate more effectively with their company’s internal and external audiences, (verbal, printed, and technological communication), maintain records, word processing, financial analysis, and office automation.

Course #: OFSP-1321
FEE: $65.00
CEU’s: 1.6
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90179, Mon,Wed 6:00PM-9:00PM
Date: 11/18/15 - 12/7/15

Office Support I-PC Basics
Participants will learn methods to increase their office productivity and efficiency.

Course #: OFSP-1318
FEE: $65.00
CEU’s: 1.6
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90176, Mon,Wed 6:00PM-9:00PM
Date: 8/26/15 - 9/14/15

Office Support II-Introduction to Software: Word and Excel
Participants will learn the fundamentals of the word processing software, Microsoft Word, including saving files, cutting, copying, pasting, formatting, inserting tables, headers, footers, and mail merge. In the spreadsheet software, Microsoft Excel, participants will learn how to manage workbooks, including formatting cells, rows, columns, using background colors, sorting data and the use of charts.

Course #: OFSP-1319
FEE: $65.00
CEU’s: 2.7
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90177, Mon,Wed 6:00PM-9:00PM
Date: 9/16/15 - 10/14/15

Office Support III-Advanced Software: Access and PowerPoint
Participants will learn how to effectively use two of the more advanced office software: Microsoft Access and Microsoft PowerPoint.

Course #: OFSP-1320
FEE: $65.00
CEU’s: 2.7
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90178, Mon,Wed 6:00PM-9:00PM
Date: 10/19/15 - 11/16/15

Office Support IV-Office Procedures
Participants will learn proper procedures in office management. Participants will also learn to communicate more effectively with their company’s internal and external audiences, (verbal, printed, and technological communication), maintain records, word processing, financial analysis, and office automation.

Course #: OFSP-1321
FEE: $65.00
CEU’s: 1.6
Downriver - Instructor: Crittenden, Patricia
Room: TBD
CRN: 90179, Mon,Wed 6:00PM-9:00PM
Date: 11/18/15 - 12/7/15
**NEW Personal Fitness Training Certificate**

**Program Overview:** The Personal Training Fitness Certificate program is designed to provide theory-based training on building rapport, adherence, self-efficacy and behavioral change in clients. The certificate program also increases knowledge of designing programs that help clients to improve posture, movement, flexibility, balance, core function, cardiorespiratory fitness, and muscular endurance and strength.

### Introduction to Personal Training
This course is an overview of the field of personal training including the history of exercise science, sub-disciplines of exercise science, professional organizations, certifications and the future of the field.

**Course #: PEDU-5000**  
**Fee:** $65.00  
**CEU’s:** 0.6  
**Downtown - Instructor:** Plant, Rashonda  
**Room:** TBD  
**CRN:** 98847, Tue, Thur  6:30PM-8:00PM  
**Date:** 8/27/15 - 9/8/15

### Anatomy and Physiology
This course is an overview of the human body and its major systems, with a focus on the musculoskeletal system.

**Course #: PEDU-5001**  
**Fee:** $65.00  
**CEU’s:** 0.6  
**Downtown - Instructor:** Plant, Rashonda  
**Room:** TBD  
**CRN:** 98848, Tue, Thur  6:30PM-8:00PM  
**Date:** 9/10/15 - 9/22/15

### Fitness Screening and Training
This course covers the fundamentals of conducting health screenings and risk stratifications, as well as test such as body fat, cardiovascular conditions, and flexibility.

**Course #: PEDU-5002**  
**Fee:** $65.00  
**CEU’s:** 0.9  
**Downtown - Instructor:** Plant, Rashonda  
**Room:** TBD  
**CRN:** 98849, Tue, Thur  6:30PM-8:00PM  
**Date:** 9/24/15 - 10/13/15

### Nutrition Fundamentals
This course covers the fundamentals of nutrition, including macronutrients and micronutrients, and the fundamentals of how food is used by the human body. Students will be able to identify healthy food sources for the various nutrients and decipher reliable and unreliable nutritional information.

**Course #: PEDU-5003**  
**Fee:** $65.00  
**CEU’s:** 0.9  
**Downtown - Instructor:** Plant, Rashonda  
**Room:** TBD  
**CRN:** 98850, Tue, Thur  6:30PM-8:00PM  
**Date:** 10/15/15 - 10/29/15

### Exercise Prescription - Proprioceptive and Special Population Training
This course covers the principles of training clients for increased flexibility, balance, and coordination. It covers modifications to standard training programs for youth and the elderly as well as those with existing chronic or acute disease.

**Course #: PEDU-5004**  
**Fee:** $65.00  
**CEU’s:** 1.2  
**Downtown - Instructor:** Plant, Rashonda  
**Room:** TBD  
**CRN:** 98851, Tue, Thur  6:30PM-9:00PM  
**Date:** 11/3/15 - 11/17/15

### Cardio and Resistance Training
This course covers the principles of training clients for increased cardiovascular function, strength endurance and hypertrophy. Students will be able to design fitness programs with goals such as weight loss, hypertrophy, and muscular endurance.

**Course #: PEDU-5005**  
**Fee:** $65.00  
**CEU’s:** 1.2  
**Downtown - Instructor:** Plant, Rashonda  
**Room:** TBD  
**CRN:** 98852, Tue, Thur  6:30PM-9:00PM  
**Date:** 11/19/15 - 12/8/15
NEW Photoshop Certificate

Program Overview: The Photoshop Certificate program is designed to increase knowledge of Photoshop into practical methods for working with Photoshop software. This certificate reinforces the understanding of Photoshop tools, including layers, making selections, masking, basic color, type tool, and image resolution.

IT IS REQUIRED THAT YOU TAKE YOUR CLASSES IN SEQUENTIAL ORDER.

Photoshop 1: Introduction
Participants in this course will learn basic and essential skills with layers, cloning and masks. In this introductory course, you will learn how to use Photoshop’s most common tools, palettes, working with various types of layers, selection techniques and commands for manipulating images and compressing them for the fastest downloads.

Course #: PHOT-5000
FEE: $100.00
CEU’s: 0.6
Downtown - Instructor: Staff
Room: TBD
CRN: 98820, Mon 5:30PM-8:30PM
Date: 9/14/15 - 9/21/15

Photoshop 2: Novice
Participants in this course will learn to improve color and contrast in digital images. In this course you will learn principals of design and use blending modes, color, shapes and layering to design compositions. Prerequisites: Photoshop 1. All participants must have a USB Flash Drive.

Course #: PHOT-5001
FEE: $100.00
CEU’s: 0.9
Downtown - Instructor: Staff
Room: TBD
CRN: 98821, Mon 5:30PM-8:30PM
Date: 9/28/15 - 10/12/15

Photoshop 3: Intermediate
Participants in this course will learn ways to use typography in Photoshop. Make images look great using precise retouching and editing techniques and working with various types of layers. Prerequisites: Photoshop 2. All participants must have a USB Flash Drive.

Course #: PHOT-5002
FEE: $100.00
CEU’s: 0.9
Downtown - Instructor: Staff
Room: TBD
CRN: 98822, Mon 5:30PM-8:30PM
Date: 10/19/15 - 11/2/15

Photoshop 4: Advanced
Participants in this course will learn to effectively create and alter images. This course covers advanced image retouching, photo manipulation as well as presets, including custom brushes, paterns, styles and swatches. Prerequisites: Photoshop 3. All participants must have a USB Flash Drive.

Course #: PHOT-5003
FEE: $100.00
CEU’s: 0.9
Downtown - Instructor: Staff
Room: TBD
CRN: 98823, Mon 5:30PM-8:30PM
Date: 11/9/15 - 11/23/15
NEW SOCIAL MEDIA CERTIFICATE

Program Overview: The Social Media Certificate is designed for small business owners, managers, communications professionals and others who are responsible for social media and marketing within their organizations. These classes give you an opportunity to take a strategic look at marketing efforts while giving specific, practical and hard hitting tools to improve skills.

IT IS REQUIRED THAT YOU TAKE YOUR CLASSES IN SEQUENTIAL ORDER.

Introduction to Social Media
Everyday people are logging into social media sites such as Facebook, Twitter, LinkedIn and Pinterest. Pinning, tweeting, watching amateur videos, blogging and updating your status is just as common as turning on the television. This course gives you an overview of the major social media sites and provides some examples how individuals are using social media to brand themselves and businesses are using social media as a marketing tool.

Course #: CSTT-5025
FEE: $40.00
CEU’s: 1.0
Downtown - Instructor: Nelson, Rodney
Room: TBD
CRN: 98835, Thur 5:30PM-8:30PM
Date: 9/3/15 - 9/3/15

Facebook Marketing
Are you interested in learning how to utilize Facebook to market your business or product? Want to feel more engaged with your customers? This course will introduce you to the basics of business-based social networking, get you into Facebook for some hands-on learning and generate plenty of discussion about the advantages and disadvantages of this phenomenally popular website. Topics include: Business pages, groups, events, promotions, applications, targeted advertising and insights.

Course #: CSTT-5026
FEE: $40.00
CEU’s: 1.0
Downtown - Instructor: Nelson, Rodney
Room: TBD
CRN: 98836, Thur 5:30PM-8:30PM
Date: 9/10/15 - 9/17/15

Pinterest, Instagram, Twitter
Pinterest is taking social media by storm growing at a pace much faster than Facebook. Learn how to pin, what to pin and how pinning can play a major role in a social media marketing plan for a business. The class will also spend time on Instagram and other applications. Learn the secrets of engaging with your prospects and existing clients in 140 characters or less. Included will be the 5 essential best practices for Twitter use for small and growing businesses. No previous knowledge of Twitter needed: A hands-on overview of how to set up and start tweeting will be included.

Course #: CSTT-5027
FEE: $40.00
Downtown - Instructor: Nelson, Rodney
Room: TBD
CRN: 98837, Thur 5:30PM-8:30PM
Date: 9/24/15 - 10/8/15

LinkedIn
LinkedIn has fast become the online networking application of choice. In this class you’ll learn the features of LinkedIn and how they can help you in business and the job search. Topics include: home page, your profile, recommendations, contacts, groups and jobs.

Course #: CSTT-5028
FEE: $40.00
CEU’s: 1.0
Downtown - Instructor: Nelson, Rodney
Room: TBD
CRN: 98838, Thur 5:30PM-8:30PM
Date: 10/15/15 - 10/22/15
CERTIFICATE PROGRAMS

Leadership Development
Students will examine the challenges of leadership and the core values essential to their success as a leader. The course is especially relevant for those who wish to expand their influence across an organization, and elevate their leadership capabilities.

Course #: LDBM-3000
Fee: $65.00
CEU’s: 1.6
Downtown - Instructor: Lewis, Brandon
Room: TBD
CRN: 98139, Tue, Thur  5:30PM-7:30PM
Date: 8/25/15 - 9/17/15

Managing Employee Performance
Learn how to develop and administer a performance management system, manage complaints and conflicts, implement progressive discipline, and discuss the termination process while protecting employee rights, and the rights of the employer.

Course #: LDBM-3002
Fee: $65.00
CEU’s: 1.6
Downtown - Instructor: Simmons, Sandra
Room: TBD
CRN: 98141, Tue, Thur  5:30PM-7:30PM
Date: 10/20/15 - 11/19/15

Recruiting and Hiring Personnel
This course will provide instruction on how to perform an assessment of workforce, determine essential positions, create job descriptions, develop effective recruiting ads and learn innovative hiring techniques. The course is designed to instruct managers on how to ask legally permissible questions during the interview process, legally perform background and reference checks, and hire and orientate new employees.

Course #: LDBM-3001
Fee: $65.00
CEU’s: 1.6
Downtown - Instructor: Simmons, Sandra
Room: TBD
CRN: 98140, Tue, Thur  5:30PM-7:30PM
Date: 9/22/15 - 10/15/15

Effective Communication and Public Speaking
Are you curious about how you can enhance your presence and strengthen your impact in the communities in which you work, live and/or volunteer? Effective communication skills, including public speaking skills, can help you to influence the world around you, develop or refine your leadership skills, and help to establish you as a go to person for ideas and solutions. In this introductory course, you will learn the distinguishing characteristics of three basic categories of public speech and their intended purpose: informative, persuasive, and entertaining. As you learn the fundamental principles of effective communication you will find your unique voice as you develop or refine your critical thinking skills, fine-tune your verbal and nonverbal skills, and overcome fear of public speaking.

Course #: LDBM-3003
Fee: $65.00
CEU’s: 1.6
Downtown - Instructor: Simmons, Sandra
Room: TBD
CRN: 98142, Tue, Thur  5:30PM-8:30PM
Date: 11/24/15 - 12/10/15

SUPERVISION AND MANAGEMENT CERTIFICATE

Program Overview: This certificate is designed for supervisors who wish to obtain a core set of essential supervisory management skills. This program is also open to employees who are interested in advancing to management.
Program Overview: Upon completion of the Web Design Certificate Program participants will be qualified to work as a web designer or consultant in a corporate setting or an independent consultant.

For more information contact: Carolyn Carter
313-496-2633 ccarter@wcccd.edu

Macromedia Flash - Basic
Participants in this course will enhance the students’ ability to design active web pages that contain animation, symbols, and sounds. Participants will learn to create scenes, produce movies, and work with Flash drawing tools for high impact web pages.

Course #: WEBD-1007
FEE: $70.00
CEU’s: 1.5
Western - Instructor: Brown, Verna
Room: TBD
CRN: 90217, Tue, Thur 7:30PM-9:30PM
Date: 11/5/15 - 12/3/15

Web Page Design-Intermediate
Create a viable and interactive web page. This course will teach participants how to create image maps, frames and forms, how to insert submit buttons, rest buttons and selection menu.

Course #: WEBD-1002
FEE: $70.00
CEU’s: 1.5
Western - Instructor: Gwynn, Annice
Room: TBD
CRN: 98031, Mon, Wed 6:00PM-9:00PM
Date: 9/14/15 - 9/28/15

Web Page Design-Advanced
Participants will create a viable and interactive web page. This course will teach the learner how to create image maps, frames and forms, and how to insert submit buttons, rest buttons, and selection menu.

Course #: WEBD-1001
FEE: $70.00
CEU’s: 1.5
Western - Instructor: Gwynn, Annice
Room: TBD
CRN: 98032, Mon, Wed 7:30PM-10:00PM
Date: 10/5/15 - 10/21/15

Web Page Design-Beginner (HTML Basics)
Participants in this course will gain knowledge to design visual content for the web. Learn illustration techniques and effects and how to insert links and graphics. Use the skills learned to become more marketable in a current or future job.

Course #: WEBD-1000
FEE: $70.00
CEU’s: 1.5
Western - Instructor: Gwynn, Annice
Room: TBD
CRN: 90212, Tue, Thur 6:00PM-9:00PM
Date: 8/25/15 - 9/10/15
**Web Design and Programming Certificate**

**Program Overview:** Upon completion of the Web Design and Programming Certificate participants will be qualified to work as a computer software engineers, database administrators, network and computer system administrators.

For more information contact: Carolyn Carter 313-496-2633 ccarter@wcccd.edu

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**Web Page Design-Beginner (HTML Basics)**
Participants in this course will gain knowledge to design visual content for the web. Learn illustration techniques and effects and how to insert links and graphics. Use the skills learned to become more marketable in a current or future job.

**Course #:** WEDB-1000  
**FEE:** $70.00  
**CEU's:** 1.5  
**Western - Instructor:** Gwynn, Annice  
**Room:** TBD  
**CRN:** 90212, Tue, Thur  6:00PM-9:00PM  
**Date:** 8/25/15 - 9/10/15

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**Web Page Design-Intermediate**
Create a viable and interactive web page. This course will teach participants how to create image maps, frames and forms, how to insert submit buttons, rest buttons and selection menu.

**Course #:** WEDB-1002  
**FEE:** $70.00  
**CEU's:** 1.5  
**Western - Instructor:** Gwynn, Annice  
**Room:** TBD  
**CRN:** 98031, Mon, Wed  6:00PM-9:00PM  
**Date:** 9/14/15 - 9/28/15

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**JavaScript-Beginner**
Participants in this course will be introduced to JavaScript programming. Participants will learn to integrate JavaScript and HTML to make web pages interactive. Prior HTML experience is required. Extension end-of-project exercises, including the unique Cases and Places case studies, require critical thinking and reinforce the concepts and skills learned.

**Course #:** CSTT-2088  
**FEE:** $75.00  
**CEU's:** 1.5  
**Western - Instructor:** Gwynn, Annice  
**Room:** TBD  
**CRN:** 90216, Mon, Wed  7:00PM-10:00PM  
**Date:** 10/19/15 - 11/2/15

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**Web Page Design-Advanced**
Participants will create a viable and interactive web page. This course will teach the learner how to create image maps, frames and forms, and how to insert submit buttons, rest buttons, and selection menu.

**Course #:** WEDB-1001  
**FEE:** $70.00  
**CEU's:** 1.5  
**Western - Instructor:** Gwynn, Annice  
**Room:** TBD  
**CRN:** 98032, Mon, Wed  7:30PM-10:00PM  
**Date:** 10/5/15 - 10/21/15

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**JavaScript-Intermediate**
Participants in this course will utilize real world projects that go beyond the basics to cover such JavaScript topics as conditionals, functions, objects, properties, methods, event handlers, forms and frames. Course text defines the problem, analyzes it, and then develops a solution in the most efficient way to help readers understand the Web page development cycle. Prior HTML experience is required. Extensive end-of-project exercises, including the unique Cases and Places case studies, require critical thinking and reinforce the concepts and skills learned.

**Course #:** CSTT-2089  
**FEE:** $75.00  
**CEU's:** 1.5  
**Western - Instructor:** Gwynn, Annice  
**Room:** TBD  
**CRN:** 90216, Mon, Wed  7:00PM-10:00PM  
**Date:** 10/19/15 - 11/2/15
**AMERICAN SIGN LANGUAGE**

Wayne County Community College District’s School of Continuing Education’s Sign Language Institute provides a series of courses designed for individuals working with the deaf community. Courses offered through the Sign Language Institute follow the basic foundation in American Sign Language (ASL). All courses should be taken in sequential order.

For more information contact: Melodie Bunkley  313-496-2704  mbunkle1@wcccd.edu

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**Sign Language-Beginners**

Students will learn how to communicate with deaf individuals through the use of sign language. Instruction explains beginning vocabulary, grammar, finger spellings and insight into the deaf culture.

Course #: LANG-4000  
FEE: $60.00  

University Center - Instructor: Barbar, LaTonya  
This course is scheduled at the Mary Ellen Stempfle University Center - Center for Distance Learning  
Room: TBD  
CRN: 98727, Tue  5:00PM-6:55PM  
Date: 9/29/15 - 12/8/15

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**BUSINESS INSTITUTE**

The Wayne County Community College District’s School of Continuing Education now offers the Business Institute. The Business Institute provides Business students, Entrepreneurs and Small Business Owners the opportunity to learn more about their particular field of endeavor. The Business Institute will afford participants the opportunity to earn Continuing Education Units (CEU’s) as well as Certificates in their particular area of business and industry.

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**Certified Associate Project Management**

This course will provide participant a comprehensive examination of introductory project management principles and practices. This course also prepares students to take CAPM (Certified Associate in Project Management) Certification Examination. The CAPM Course illustrates the essentials of project management in accordance with the principles outlined by the Project Management Institute (PMI).

Course #: PMCE-4000  
FEE: $600.00  
Downtown - Instructor: Staff  
Room: TBD  
CRN: 98839, MTWRF  9:00AM-4:00PM  
Date: 11/16/15 - 11/20/15

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**Fundamentals of E-Commerce Entrepreneurship**

Are you ready to be compensated for your knowledge and passion? Find out the fundamentals of what is e-commerce, how to design and implement an e-commerce business! Get systematic theory; and approach so that you can become an expert in your niche. Learn how to market and promote your service or product, manage yourself, get clients, set fees, and create an e-commerce entrepreneur toolbox. Learn about the different types of e-commerce businesses, benefits, advantages, disadvantages, payment systems, and legal aspects. Deliver integrated client solutions to achieve expected results on-line.

Course #: BUSN-5013  
FEE: $30.00  
Northwest - Instructor: Moultrie, Valencia  
Room: TBD  
CRN: 98133, Thur  6:00PM-8:55PM  
Date: 9/10/15 - 9/10/15
The Wayne County Community College District’s School of Continuing Education now offers the Business Institute. The Business Institute provides Business students, Entrepreneurs and Small Business Owners the opportunity to learn more about their particular field of endeavor. The Business Institute will afford participants the opportunity to earn Continuing Education Units (CEU’s) as well as Certificates in their particular area of business and industry.

**Fundamentals of Effective Communication and Public Speaking**
Are you curious about how you can enhance your presence and strengthen your impact in the communities in which you work, live and/or volunteer? Effective communication skills, including public speaking skills, can help you to influence the world around you, develop or refine your leadership skills, and help to establish you as a go-to person for ideas and solutions. In this introductory course, you will learn the distinguishing characteristics of three basic categories of public speech and their intended purpose: informative, persuasive, and entertaining. As you learn the fundamental principles of effective communication you will find your unique voice as you develop or refine your critical thinking skills, fine-tune your verbal and nonverbal skills, and overcome fear of public speaking.

Course #: LDBM-3003  
FEE: $65.00  
Northwest - Instructor: Townsel, Cheryl  
Room: TBD  
CRN: 98990, Tue 7:00PM-9:00PM  
Date: 9/1/15 - 10/6/15

**Operate a Small Business - II**
A continuation of Part I. Participants will learn the basics of starting a business including marketing and running a small business.

Course #: BUSN-5003  
FEE: $60.00  
Downtown - Instructor: Thornton, Georigene  
Room: TBD  
CRN: 94354, Thur 5:30PM-8:30PM  
Date: 9/10/15 - 11/12/15

**How to Start and Operate a Small Business**
Students will learn how to write a business plan and raise capital. Management strategies, market research and advertising/marketing will be discussed.

Course #: BUSN-4021  
FEE: $60.00  
Downtown - Instructor: Thornton, Georigene  
Room: TBD  
CRN: 90120, Tue 5:30PM-8:30PM  
Date: 9/2/15 - 11/10/15
MICHIGAN INSTITUTE FOR
PUBLIC SAFETY EDUCATION

Wayne County Community College District’s Michigan Institute for Public Safety Education (MIPSE) is heralded nationally to be one of the finest of its kind in the emergency training field. MIPSE provides Homeland Security, Fire, Law Enforcement, EMS and industrial personnel throughout the surrounding region, state and at the national level with emergency response education and training services in a safe and controlled environment.

**Firefighter I State Exam**
This course is a Michigan Fire Fighter Training Council (MFFTC) approved state practical exam for Firefighter I. The participant must submit a copy of the MFFTC Retake Letter seven weeks prior to the examination. Students will participate in the practical stations according to MFFTC guidelines for Fire Fighter I practical exams.

**Course #:** PELP 1004  
**FEE:** $85.00  
**CEU’s:** 0.8  
**Downriver Instructor:** Staff  
**Room:** TBD  
**CRN:** 97805, Fri 8:00AM - 5:00PM  
**Date:** TBD

**Firefighter II State Exam**
This course is a Michigan Fire Fighter Training Council (MFFTC) approved state practical exam for Firefighter II. The participant must submit a copy of the MFFTC Retake Letter seven weeks prior to the examination. Students will participate in the practical stations according to MFFTC guidelines for Fire Fighter II practical exams.

**Course #:** PELP 1004  
**FEE:** $85.00  
**CEU’s:** 0.8  
**Downriver Instructor:** Staff  
**Room:** TBD  
**CRN:** 98855, Mon, Wed, Fri 8:00AM-5:00PM  
**Date:** 10/5/15 - 10/16/15

**Hazardous Material Operations**
Designed for personnel responding to emergency scenes with the potential for hazardous materials present. Participants will be trained to recognize and anticipate unusual response circumstances, assess information and initiate self protection actions.

**Course #:** IPST 1028  
**FEE:** $50.00  
**CEU’s:** 0.8  
**Downriver Instructor:** Staff  
**Room:** TBD  
**CRN:** 98877, Mon, Wed, Fri 9:00AM-4:00PM  
**Date:** 10/5/15 - 10/16/15
Come join us and become one of our shining seniors in our Silver Circle Program! These programs are geared toward senior citizens to offer courses that will enhance the personal, professional and social lives of the participants.

**Drawing and More for Seniors**
This is a basic drawing and painting class designed to introduce participants to the skills required to accurately render what they see. It is also an opportunity for the more advanced artist to gain some visual and creative practice in drawing and painting that will enhance any artistic endeavors. Participants are responsible for their own supplies.

**Course #: CRFT-5014**  
**FEE: $40.00**  
**Eastern - Instructor: Rouleau, Francine**  
**Room: TBD**  
**CRN: 98755, Tue 1:00PM-3:00PM**  
**Date: 8/25/15 - 11/3/15**

**Drums Alive for Seniors**
This cardio drumming class is designed to move your body, sculpt and tone your upper body, inspire your spirit and challenge your mind. Participants will need large stability ball. Drumsticks and ball holder provided. No musical background required.

**Course #: PEDU-4048**  
**FEE: $40.00**  
**Downriver - Instructor: Sosa, Renee**  
**Room: TBD**  
**CRN: 97818, Mon 10:00AM-11:00AM**  
**Date: 9/14/15 - 11/23/15**

**Experience Senior Power**
This course introduces the mature learner to computer basics, hands-on training and step-by-step instruction. Explore a new skill and become a confident computer user.

**Course #: CSTT-4047**  
**Western - Instructor: Staff**  
**Room: TBD**  
**CRN: 90188, Wed 10:00AM-11:55AM**  
**Date: 8/26/15 - 9/30/15**  
**Western - Instructor: Staff**  
**Room: TBD**  
**CRN: 90859, Wed 8:00AM-10:00AM**  
**Date: 8/26/15 - 9/30/15**

**Mature Learners - Getting Started**
This course is a six-hour workshop introducing computer basics. Getting started provides hands-on training and teaches step-by-step theory for the PC and Windows environment. Also learn computer components, desktop functions, and get an overview of software applications.

**Course #: CSTT-4000**  
**FEE: $25.00**  
**Downriver - Instructor: Watkins, Lydia**  
**Room: TBD**  
**CRN: 90148, Mon,Wed 9:00AM-12:00PM**  
**Date: 8/31/15 - 9/2/15**

**Mature Learners - Exploring The Computer**
This course is an overview of computer hardware and software. Learn desktop functions, organizing and managing files and maneuvering an operating system.

**Course #: CSTT-4003**  
**FEE: $50.00**  
**Northwest - Instructor: Simmons, Sandra**  
**Room: TBD**  
**CRN: 90246, Sat 9:00AM-12:00PM**  
**Date: 9/26/15 - 10/24/15**

**Mature Learners - Internet and You**
This course will provide students with the opportunity to learn many functions: Internet terminology, the benefits of “surfing” techniques and e-mail. Students must have basic knowledge of the computer.

**Course #: CSTT-1350**  
**FEE: $15.00**  
**Downtown - Instructor: Gwynn, Annice**  
**Room: TBD**  
**CRN: 90109, Sat 9:00AM-12:00PM**  
**Date: 9/19/15 - 12/31/15**  
**Downriver - Instructor: Watkins, Lydia**  
**Room: TBD**  
**CRN: 90144, Mon,Wed 9:00AM-11:55AM**  
**Date: 9/28/15 - 9/30/15**
Come join us and become one of our shining seniors in our Silver Circle Program! These programs are geared toward senior citizens to offer courses that will enhance the personal, professional and social lives of the participants.

**Mature Learners - Windows 7 Basic**
This course is for the novice computer user who is interested in learning the basics of this operating system. Learn how to create folders and files, how to copy and move files and folders and how to customize the look of a desktop with screen savers and toolbars.

*Course #*: CSTT-4009  
*FEE*: $25.00  
*Downriver - Instructor*: Watkins, Lydia  
*Room*: TBD  
*CRN*: 96319, Mon,Wed 9:00AM-12:00PM  
*Date*: 9/14/15 - 9/16/15

**Strength Training for Seniors**
This class is designed to combine resistance exercises to tone and sculpt all major muscle groups, with intermittent short blasts of cardio. Class will be adapted to fit all fitness levels and provide.

*Course #*: PEDU-4047  
*FEE*: $40.00  
*Downriver - Instructor*: Sosa, Renee  
*Room*: TBD  
*CRN*: 97820, Wed 11:00AM-12:00PM  
*Date*: 9/16/15 - 10/2/15

**Mature Learners - Windows 7 Expert**
This course is designed for individuals who want to expand their computer knowledge. Learn how to create folders and files, copy and move files and folders, customize the look of a desktop with screen savers and toolbars.

*Course #*: CSTT-4100  
*FEE*: $25.00  
*Downriver - Instructor*: Watkins, Lydia  
*Room*: TBD  
*CRN*: 96318, Mon,Wed 9:00AM-12:00PM  
*Date*: 9/21/15 - 9/23/15

**Texting for Seniors**
Seniors come out and learn the world of texting communication! You will learn how to text, texting language, and social media outlets where texting is utilized. Lets LOL (Laugh Out Loud) learning how to text!

*Course #*: CSTT-5008  
*FEE*: $20.00  
*Eastern - Instructor*: Dickey, Aaron  
*Room*: TBD  
*CRN*: 94386, Sat 10:00AM-11:25AM  
*Date*: 8/29/15 - 9/19/15  
*Downriver - Instructor*: Kessler, Hugh  
*Room*: TBD  
*CRN*: 98797, Tue 1:00PM-3:00PM  
*Date*: 9/15/15 - 9/29/15

**Painting for Mature Learning**
This course will provide information and overview of ideologies, viewpoints and discussion on genre with regards to visual art. The course will also provide hands on techniques beginning with instruction and display of still life formations, landscape painting and concepts. Acrylic paints only will be used for this class. Students are responsible for their own supplies.

*Course #*: CRFT-4048  
*FEE*: $25.00  
*Downriver - Instructor*: Alt, Cheryl  
*Room*: TBD  
*CRN*: 97846, Fri 10:00AM-12:00PM  
*Date*: 10/9/15 - 12/4/15  
*Eastern - Instructor*: Rouleau, Francine  
*Room*: TBD  
*CRN*: 98756, Tues 10:00AM-12:00PM  
*Date*: 8/26/15 - 10/28/15

**Yoga for Seniors**
Participants will learn gentle stretching exercises for vitality, strength and flexibility. This modified yoga sequence will build strength, improve posture and make everything else more fun because of it.

*Course #*: PEDU-4040  
*FEE*: $25.00  
*University Center - Instructor*: Golden, Susan  
*Room*: TBD  
*CRN*: 92493, Mon,Wed 9:00AM-9:55AM  
*Date*: 9/28/15 - 11/18/15  
*Downriver - Instructor*: LaCasse, Veronica  
*Room*: TBD  
*CRN*: 97822, Thur 10:00AM-11:00AM  
*Date*: 9/3/15 - 11/19/15
Come join us and become one of our shining seniors in our Silver Circle Program! These programs are geared toward senior citizens to offer courses that will enhance the personal, professional and social lives of the participants.

**Zumba Gold Fitness**

Have fun and get moving! Every exercise is low impact and may be adapted to fit your particular challenges. Zumba Gold mix of safe and effective aerobic exercises designed to improve your overall strength, endurance and mobility. Adults of all ages and fitness levels welcome. Please wear comfortable clothing.

**Course #: PEDU-4042**
**FEE: $40.00**

**Downriver - Instructor: Plant, Rashonda**
**Room: TBD**
CRN: 90299, Tue 10:00AM-11:00AM
Date: 9/1/15 - 11/10/15

**Eastern - Instructor: Plant, Rashonda**
**Room: TBD**
CRN: 94325, Mon, Wed 10:00AM-10:55AM
Date: 8/26/15 - 11/4/15

**Eastern - Instructor: Plant, Rashonda**
**Room: TBD**
CRN: 96337, Tue, Thur 5:00PM-5:55PM
Date: 8/25/15 - 11/3/15

**Downriver - Instructor: Plant, Rashonda**
**Room: TBD**
CRN: 98804, Thur 11:00AM-12:00PM
Date: 9/3/15 - 11/5/15
Healthy Living is about taking responsibility and making smart health choices for today and for the future. The School of Continuing Education Healthy Living/Healthy Lifestyle is designed to assist individuals with eating right, getting physically fit, emotional wellness, spiritual wellness in addition to being preventive methods for creating a healthy lifestyle. Come and join us!!

**Anti-Aging-Living Healthier and Longer**
This course will teach participants the process of physical and mental aging. They will learn certain problems associated with aging, as well as food, herbs, vitamins and minerals that support the body physical and mental longevity. They will also learn various mental games to keep the mind youthful and sharp.

**Course #:** HEAL-5022  
**FEE:** $40.00  
**Northwest - Instructor:** Stephens, Ruth  
**Room:** TBD  
**CRN:** 94583, Wed 9:00AM-11:55AM  
**Date:** 8/26/15 - 12/9/15

**Healthy Living for Cancer Prevention**
This course will teach students how to prevent the different types of cancers from developing in the body. Prevention diet, super-foods, herbal, supplements and lifestyle information will be taught to students, as well as a thorough understanding of the common causes and symptoms associated with breast, prostate, cervical, uterine, colon & colorectal, ovarian, bladder, kidney, lung, stomach, liver, pancreatic, esophageal, lymphoma, skin and brain cancer.

**Course #:** HEAL-5206  
**FEE:** $50.00  
**Northwest - Instructor:** Stephens, Ruth  
**Room:** TBD  
**CRN:** 97859, Wed 12:00PM-3:00PM  
**Date:** 8/27/15 - 12/10/15

**How Sweet It Is-Preventing and Treating Diabetes**
This course will teach participants about preventing and treating diabetes through proper nutrition and lifestyle changes. They will learn the common symptoms and causes of creating the disease and how to avoid them.

**Course #:** HEAL-5020  
**FEE:** $40.00  
**Northwest - Instructor:** Stephens, Ruth  
**Room:** TBD  
**CRN:** 94579, Tue 9:00AM-11:55AM  
**Date:** 8/25/15 - 12/8/15

**Hypertension and Stress: Relieve the Pressure and Relax...Ahhh!**
In this course participants will learn how to prevent hypertension through proper nutrition and lifestyle changes. They will learn the most common causes of this illness and how to avoid them. Participants will also learn how to access blood pressure readings.

**Course #:** HEAL-5021  
**FEE:** $40.00  
**Northwest - Instructor:** Stephens, Ruth  
**Room:** TBD  
**CRN:** 94580, Tue 12:00PM-3:00PM  
**Date:** 8/25/15 - 12/8/15
Healthy Living is about taking responsibility and making smart health choices for today and for the future. The School of Continuing Education Healthy Living/Healthy Lifestyle is designed to assist individuals with eating right, getting physically fit, emotional wellness, spiritual wellness in addition to being preventive methods for creating a healthy lifestyle. Come and join us!!

### Intimate Health Solutions
This class is designed to give participants easy and practical solutions to ‘intimate’ personal health issues that they encounter due to daily stressors, poor diet/nutrition, physical illnesses, such as diabetes and hypertension, and medications. They will learn what super-foods to eat to correct their problems and what foods are contributing to their intimacy challenges.

**Course #:** HEAL-5207  
**FEE:** $40.00  
**Northwest - Instructor: Stephens, Ruth**  
**Room:** TBD  
**CRN:** 97860, **Thur 12:00PM-3:00PM**  
**Date:** 8/27/15 - 12/10/15

### Weight Management: Take a Load Off!
This course will teach participants how to achieve and maintain a healthy weight for their body type through healthier ways of eating. It will also explain eating habits that cause and contribute to obesity, such as overeating, eating late, excessive dieting and emotional eating. Participants will learn the most common weight control problems, diet therapy, food therapy, as well as obesity and obesity related illnesses.

**Course #:** HEAL-5019  
**FEE:** $40.00  
**Northwest - Instructor: Stephens, Ruth**  
**Room:** TBD  
**CRN:** 94585, **Thur 9:00AM-11:55AM**  
**Date:** 8/27/15 - 12/10/15
Wayne County Community College District is excited to offer Kids’ College Camps to youth 4-17 years of age. Our goal is to develop and expand students’ interests, stimulate creativity, provide unique learning opportunities and a fun experience on a college campus.

Our camp offerings are taught in a hands-on fashion with an accent on fun. We offer topics from college prep, sports, performing and traditional arts, reading and writing, science and math, and computers, to leisure activities like ballet or scrapbooking. Enroll today for a positively unforgettable learning experience that is sure to last a lifetime!

All Kids College Camp students must complete the “Emergency Information for Youth Students Form.” Please give the completed form to the instructor during the first day of class.

Contact the School of CE for more information at 313-496-2704 or visit our website at www.wcccd.edu
School of Continuing Education

YOUTH STUDENT
EMERGENCY INFORMATION FORM

Student's Name ____________________________________________  Grade ______  Date of Birth ______

Student's Address ____________________________________________

Father or Legal Guardian ________________________________  Relationship __________________

Phone # while Student is in class ____________________________

Address if different from students ________________________________

Mother or Legal Guardian ________________________________  Relationship __________________

Phone # while Student is in class ____________________________

Address if different from students ________________________________

Child's Doctor ___________________________  Address ___________________________  Phone # __________________

Doctor's Hospital Affiliation ________________  Address ___________________________  Phone # __________________

Medical Information:  None_____  Convulsive Disorders_____  Diabetes_____  Allergies (i.e. stings, diet)__________

Other ___________________________  Please describe symptoms and precautions ________________________________

Any other medical information we should know ________________________________

While we strive to provide a safe environment, we cannot control what your child will come in contact with because of our open environment.

I agree to indemnify and hold harmless Wayne County Community College District, its officers, agents, and employees for any loss or injury that my child ___________________________ may sustain while participating in the Kids’ programs. In case of an emergency, I ask Wayne County Community College District to contact an adult listed above. If the College is unable to reach one of us, I authorize the College to secure emergency medical treatment for my child.

Required Signature____________________________________________  Date________________________

I give my consent for my child to be photographed or videotaped for promotional purposes. I do not expect compensation when Wayne County Community College District takes promotional photos and videos of students in the learning environment.

Required Signature____________________________________________  Date________________________
Ballet for Children
Aquaints young beginning students with the basic fundamentals of ballet including ballet barre techniques and moving across the floor. It is recommended that all participants wear tights, leotard, and ballet slippers.

Course #: YCLS-4288
FEE: $20.00
University Center - Instructor: Varner, Henri
Room: TBD
CRN: 90070, Sat 2:00PM-2:55PM
Date: 9/26/15 - 12/5/15

Ballet for Youth
Students will learn the basic fundamentals of ballet dancing. They will have the opportunity to work at the barre and move across the floor. The students will develop an appreciation for the world of ballet. It is recommended that all participants wear tights, leotard, and ballet slippers.

Course #: YCLS-4116
FEE: $40.00
Downriver - Instructor: Solosan, Louise
Room: TBD
CRN: 97845, Sat 10:30AM-11:30AM
Date: 9/5/15 - 11/21/15
University Center - Instructor: Varner, Henri
Room: TBD
CRN: 98720, Sat 3:00PM-3:55PM
Date: 9/26/15 - 12/5/15
Downriver Campus

21000 Northline Road
Taylor, MI 48180

Campus Information
734-946-3500

www.wcccd.edu

HOURS OF OPERATION:
Monday - Thursday . . . . . . .8:00 am-10:00 pm
Friday . . . . . . . . . . . . . . . . .8:00 am-5:00 pm
Saturday . . . . . . . . . . . . . . .8:00 am-4:00 pm

Downriver Campus
Featured Continuing Education Programs:
Business

Certificate Programs:
• Grant Writing
• Human Resources Specialist
• Office Support Specialist
School of Continuing Education Classes

Through our School of Continuing Education, we offer a variety of professional development programs for persons seeking new job opportunities, looking to expand current skills, licensing and certification courses, and much more! We also have hundreds of personal enrichment programs for leisure and recreation. I invite you to browse through our current CE schedule for detailed program offerings. Our dynamic lecture, workshop and seminar series brings the classroom to you! Check the Calendar of Events frequently for upcoming programs.

Arts and Crafts

**A Journey to Center: Using Art to Find Your Inner-Self**
You don’t have to be an artist, just the desire to use art making to find your inner self. Mixed media techniques and materials will lead us down a mindful path to our creative soul. Collage, drawing, art journaling, mandala making, and painting will be explored. No previous art making experience is necessary. Participants are responsible for their own supplies.

**Course #**: CRFT-5010  
**FEE**: $40.00  
**Downriver - Instructor**: Wojcik, Kyra  
**Room**: TBD  
**CRN**: 98794, Thur 1:00PM-3:00PM  
**Date**: 9/3/15 - 10/22/15

**Acrylic Painting**
Participants will utilize the techniques created by Vermeer and later by Thomas Kincaid. The technique starts with painting in gray tones then glazed with layers of color to give a luminescent effect in full lighting. Participants are responsible for their own supplies.

**Course #**: CRFT-5009  
**FEE**: $50.00  
**Downriver - Instructor**: Pitel, Nancy  
**Room**: TBD  
**CRN**: 98801, Wed 10:00AM-12:00PM  
**Date**: 9/2/15 - 10/21/15

**Beginner Jewelry Making**
Students will learn about different jewelry elements and how to make a variety of beaded necklaces, earrings and bracelets.

**Course #**: CRFT-5024  
**FEE**: $50.00  
**Downriver - Instructor**: Alt, Cheryl  
**Room**: TBD  
**CRN**: 98862, Wed 1:00PM-3:00PM  
**Date**: 10/7/15 - 12/2/15

**Cartooning-Character Development**
This course will give students tips on developing original characters for their own comic strip and show them how to structure an ongoing storyline. Students will also receive instruction on simple and easy ways to marketing their comic strips. Participants are responsible for purchasing their own supplies.

**Course #**: ARTC-6001  
**FEE**: $40.00  
**Downriver - Instructor**: Miello, Anthony  
**Room**: TBD  
**CRN**: 97823, Tue 7:00PM-9:00PM  
**Date**: 9/8/15 - 10/13/15

**Ceramics-Beginner**
Students will acquire the basic skills for hand-constructing functional and decorative ceramic objects. Learn to shape, add texture, prepare and apply glazes to basic ceramic pieces. Participants are responsible for their own supplies.

**Course #**: CRFT-4002  
**FEE**: $50.00  
**Downriver - Instructor**: Cheetham, Marta  
**Room**: TBD  
**CRN**: 94666, Wed 6:00PM-9:00PM  
**Date**: 8/26/15 - 10/14/15

**Ceramics-Intermediate**
This course is a continuation of Ceramics-Beginner. Participants will learn to use advanced techniques to create more elaborate ceramics, how to work with a potter’s wheel, and how to add color to glazes. Participants are responsible for their supplies.

**Course #**: CRFT-4003  
**FEE**: $60.00  
**Downriver - Instructor**: Cheetham, Marta  
**Room**: TBD  
**CRN**: 90139, Wed 6:00PM-9:55PM  
**Date**: 10/21/15 - 12/2/15
### Comic Book Basic  
Students will be shown the basics of how to create a comic book, story development and page breakdown. Students will also learn easy techniques for a dynamic comic page layout. At the end of the class, you will be able to bring your comic from idea to finished product. Students are responsible for purchasing their own supplies.  
Course #: ARTC-6002  
FEE: $40.00  
Downriver - Instructor: Miello, Anthony  
Room: TBD  
CRN: 97824, Tue 7:00PM-9:00PM  
Date: 10/20/15 - 12/1/15

### Crocheting for Beginners  
Students will learn to crochet beautiful potholders, place mats, afghans, and more. Make flowers and read patterns. Participants are responsible for their supplies.  
Course #: CRFT-4008  
FEE: $40.00  
Downriver - Instructor: Nassar, Nyda  
Room: TBD  
CRN: 98792, Sat 10:00AM-12:30PM  
Date: 10/17/15 - 11/21/15

### Drawing I  
Students will learn how to create drawings using different shades of graphite, understand form and the importance of shading. Some experience with drawing is recommended. Students are responsible for their own supplies.  
Course #: CRFT-4050  
FEE: $25.00  
Downriver - Instructor: Pitel, Nancy  
Room: TBD  
CRN: 98800, Tue 10:00AM-12:00PM  
Date: 9/1/15 - 10/20/15

### Floral Design-Advanced  
This course is for participants who have completed a Floral Design Beginners or, who have worked in the floral industry. Participants will have the opportunity to create contemporary floral designs as well as experience European and Asian trends. Participants are responsible for their supplies.  
Course #: CRFT-4013  
FEE: $50.00  
Downriver - Instructor: Smith, Jay  
Room: TBD  
CRN: 97849, Thur 10:00AM-12:30PM  
Date: 9/3/15 - 11/5/15

### Fresh Evergreens-Holiday Arrangements  
This workshop will allow you to make a decorative swag for hanging or a table top arrangement. Tips and tricks along with ideas for wired ribbon bows will make you feel like a seasoned floral artist. Creating homemade holiday items for the home and gift giving will be very rewarding. Students are responsible for their own supplies. Please contact the Downriver Continuing Education Office for the supply list. 734-946-3500  
Course #: CRFT-5019  
FEE: $40.00  
Downriver - Instructor: Burt, Maria  
Room: TBD  
CRN: 98868, Wed 5:30PM-8:30PM  
Date: 11/11/15 - 11/11/15

### Halloween Door Wreath  
Create a creepy, eerie fun loving wreath for your home or a gift. This project can be made for a minimal cost using nature, recycled items or supplies purchased at your local discount stores. A variety of wired ribbon bow techniques will be presented. So invite a friend and come spin a web of creative magic.  
Course #: CRFT-5021  
FEE: $40.00  
Downriver - Instructor: Burt, Maria  
Room: TBD  
CRN: 98859, Wed 5:30PM-8:30PM  
Date: 10/14/15 - 10/14/15
Homemade Holiday Potpourri
Create a scented potpourri for a little bit of cents and make your home space filled with aromas to delight the senses. The use of citrus peels, pine cones, herbs and spices along with flower petals can make the perfect inexpensive aromatic addition to your home. Your creations can also make a great gift at this time of the year. Students are responsible for their own supplies. Please contact the Downriver Continuing Education Office for the supply list. 734-946-3500
Course # :  CRFT-5022
FEE: $40.00
Downriver - Instructor: Burt, Maria
Room: TBD
CRN: 98869, Mon 5:30PM-8:30PM
Date: 11/16/15 - 11/16/15

Introduction to Block Printing
Participants will be familiarize with basic relief (block) print techniques through short lectures and demonstrations. The instructor will provide a background on the history of block printing as well as sharing with participants the work of contemporary print artists. Participants will work print projects of their choice, including making cards for the holiday. Participants are responsible for their own supplies.
Course # :  CRFT-4081
FEE: $40.00
Downriver - Instructor: MacDonald, Martine
Room: TBD
CRN: 94365, Fri 9:00AM-12:00PM
Date: 9/4/15 - 10/2/15

Knitting I-Beginner
This hands-on course will introduce the students to the art of knitting. Students will learn how to cast-on, knit, purl, bind-off stitches, make gauge swatches, make fringe, sew seams and read patterns. They will also learn how to select yarns and care for the finished product.
Course # :  CRFT-4047
FEE: $40.00
Downriver - Instructor: Nassar, Nyda
Room: TBD
CRN: 98791, Sat 10:00AM-12:30PM
Date: 9/5/15 - 10/10/15

Matting and Framing-Beginner
This class includes mat selection for prints and posters. Measuring, glazing glass, fitting and molding will be demonstrated. Participants are responsible for their supplies.
Course # :  CRFT-4024
FEE: $30.00
Downriver - Instructor: Johnson, Thallas
Room: TBD
CRN: 97815, Thu 10:00AM-12:00PM
Date: 9/3/15 - 10/22/15

Matting and Framing II-Intermediate
In this course, participants will build on the skills learned in the Matting & Framing for Beginners or experience is required. This is not a course for an absolute beginner. Participants are responsible for their supplies.
Course # :  CRFT-4025
FEE: $40.00
Downriver - Instructor: Johnson, Thallas
Room: TBD
CRN: 98802, Fri 1:00PM-3:00PM
Date: 10/9/15 - 11/6/15

Open Print Studio
Participants will be provided access to the college’s print studio. Participants and experienced artists will produce art work while under the supervision of the WCCCD CE Instructor. Participants are encouraged to work on individual print projects with an emphasis on using non/toxic print materials and techniques. Participants are responsible for their own supplies.
Course # : CRF 4082
FEE: $40.00
Downriver - Instructor: MacDonald, Martine
Room: TBD
CRN:94366, Fri 9:00AM-12:00PM
Date: 10/9/15 - 11/6/15

Paper Art
Students will explore techniques such as collage, decoupage, cut paper, quilling, origami, altered books, paper weaving and more. Students are responsible for their own supplies.
Course # :  CRFT-5023
FEE: $40.00
Downriver - Instructor: Alt, Cheryl
Room: TBD
CRN: 98861, Mon 10:00AM-12:00PM
Date: 10/5/15 - 11/23/15

Watercolor Painting
The Objective of this class is to learn to use watercolor media and compositional elements to create a finished painting. While some painting/drawing experience is useful, students of all levels are welcome.
Course # : CRFT-4038
FEE: $50.00
Downriver - Instructor: Wojcik, Kyra
Room: TBD
CRN: 97815, Thu 10:00AM-12:00PM
Date: 9/3/15 - 10/22/15
Computer Science Technology Training

Digital Camera - Learning to Use
Basic digital cameras offer many helpful features but can be quite confusing. Bring your camera and instruction manual, and after your camera has been properly set, you will learn the basics of taking good pictures. We will also discuss when to use the built-in flash, and when to take advantage of your camera’s special scene settings to get pleasing pictures in less than perfect situations.

Course #: CSTT 2031
FEE: $40.00
Downriver - Instructor: Kessler, Hugh
Room: TBD
CRN: 93187, Tue 9:00AM-12:00PM
Date: 8/8/15 - 9/15/15

Digital Camera - Intermediate
Take your photography to another level with this mid-level course. We will work in groups to help you improve your portraits with emphasis on aperture priority, shutter priority, lighting and flash. Participants should have previously attended the Beginner DC Photography or have an understanding of aperture priority, shutter priority, ISO and flash. Participants are responsible for their own camera.

Course #: CSTT-5010
FEE: $50.00
Downriver - Instructor: Kessler, Hugh
Room: TBD
CRN: 96006, Tue 9:00AM-12:00PM
Date: 9/22/15 - 10/13/15

Digital Camera - Advanced
Participants in this course will explore the use of advanced digital camera controls and software editing techniques. ISO, aperture, shutter speed, department of field DOP, Frame of focus, histogram and filters. Participants are responsible for providing their cameras.

Course #: CSTT-5011
FEE: $60.00
Downriver - Instructor: Kessler, Hugh
Room: TBD
CRN: 96008, Tue 9:00AM-12:00PM
Date: 10/20/15 - 11/17/15

Getting Started
This course provides hands-on training and teaches step-by-step theory for the PC and Windows environment. Also learn about the components and desktop functions, and get an overview of software applications.

Course #: CSTT-2013
FEE: $45.00
Downriver - Instructor: Watkins, Lydia
Room: TBD
CRN: 90149, Sat 9:00AM-3:00PM
Date: 8/29/15 - 8/29/15

Internet Basics
This course will provide the learner with capabilities of expanding communication methods, on-line instruction, and will create a new library full of endless reference materials. This course will teach the learner how to surf the net, internet language, surfing techniques, email, and more.

Course #: CSTT-2029
FEE: $45.00
Downriver - Instructor: Watkins, Lydia
Room: TBD
CRN: 90151, Sat 9:00AM-12:00PM
Date: 9/19/15 - 10/17/15

Introduction Windows 7- Basic
Participants will learn how to recognize and customize properties of Windows 7, participants will also learn and use some of the built-in programs: File management and organization will also be a topic of focus.

Course #: CSTT-5013
FEE: $50.00
Downriver - Instructor: Watkins, Lydia
Room: TBD
CRN: 96347, Sat 9:00AM-3:00PM
Date: 9/12/15 - 9/12/15

Introduction to Smart Phones
Participants will gain an understanding on how to access the internet, send and receive emails, download apps and games and check social networking sites, like Facebook and Twitter.

Course #: CSTT-5019
FEE: $40.00
Downriver - Instructor: Kessler, Hugh
Room: TBD
CRN: 98796, Tue 1:00PM-3:00PM
Date: 8/25/15 - 9/8/15

Introduction to Tablets
Participants will gain an understanding of tablet features. The course will focus on browsing the internet, check e-mails, learn how to download, read books on line, play video games organize content and more.

Course #: CSTT-5018
FEE: $40.00
Downriver - Instructor: Kessler, Hugh
Room: TBD
CRN: 98798, Tue 1:00PM-3:00PM
Date: 10/6/15 - 10/20/15
Keyboarding Basics
Today, know how to type is almost a necessity in the business world. More and more corporate-world employees are being asked to create reports, sales letters, business plans, blogs, web content, forecasts and more. Knowing how to type can save you hours of valuable time, increasing your productivity.

Course #: CSTT-2014
FEE: $45.00
Downriver - Instructor: Watkins, Lydia
Room: TBD
CRN: 90150, Sat 9:00AM-3:00PM
Date: 9/5/15 - 9/5/15

Microsoft Excel Basic 2013
Students will learn the basics of this software program to construct and edit spreadsheets. Students will be taught to create, modify, format and print worksheets.

Course #:CSST 2003
FEE: $ 65.00
CEU's: 1.5
Downriver Instructor: Watkins, Lydia
Room: TBD
CRN:91989, Mon,Wed 9:00AM 12:00PM
Date: 11/9/15 - 11/23/15

Microsoft Excel Intermediate 2013
Participants will learn advanced features of Microsoft Excel using Microsoft certified manuals. Participants will receive instructions on how to control the screen, use functions such as sum, average, maximum, minimum, and creating charts and tables.

Course #:CSTT 2004
FEE: $ 65.00
CEU's: 1.5
Downriver Instructor: Watkins, Lydia
Room: TBD
CRN:94493, Mon,Wed 9:00AM 12:00PM
Date: 11/30/15 - 12/14/15

Microsoft Word Basic 2013
Students will gain hands-on experience in creating and editing documents, formatting text and managing files.

Course #: CSTT-2001
FEE: $65.00
CEU's: 1.5
Downriver - Instructor: Watkins, Lydia
Room: TBD
CRN: 90146, Mon,Wed 9:00AM-12:00PM
Date: 10/5/15 - 10/19/15

Microsoft Word Intermediate 2013
Participants will build on knowledge acquired in Microsoft Word 2010 Basic to learn working with tables, charts, graphics, templates and styles. Document merge and transfer will also be discussed.

Course #: CSTT-2002
FEE: $65.00
CEU's: 1.5
Downriver - Instructor: Watkins, Lydia
Room: TBD
CRN: 90147, Mon,Wed 9:00AM-12:00PM
Date: 10/21/15 - 11/4/15

Photoshop
Participants will learn how to produce computer imaging. Students will produce flyer, web, and photo imaging.

Course #: PHOT-4015
FEE: $50.00
Downriver - Instructor: Kessler, Hugh
Room: TBD
CRN: 96009, Thur 9:00AM-1:00PM
Date: 8/27/15 - 9/24/15

Photoshop-Intermediate
This course builds upon the participant’s knowledge of computer imaging. Students will become more skilled in flyer, web, and photo imaging.

Course #: PHOT-4016
FEE: $50.00
CEU's: 1.8
Downriver - Instructor: Kessler, Hugh
Room: TBD
CRN: 96010, Thur 9:00AM-1:00PM
Date: 10/1/15 - 10/29/15

Dance

Ballroom Dancing
This course is designed to teach students basic steps of ballroom dancing. Students will also learn hand and foot coordination, posture, basic turns and spins.

Course #: DANC-4014
FEE: $50.00
Downriver - Instructor: Smith, Kevin
Room: TBD
CRN: 91982, Wed 12:00PM-2:00PM
Date: 9/2/15 - 10/14/15
Egyptian Belly Dancing-Beginner
Students will dance to the music and rhythm of the Middle East by learning various movements while strengthening individual muscle groups. Get a firmer figure, relieve tension and become more flexible.

Course #: DANC-4000
FEE: $40.00
Downriver - Instructor: Carr, Stephanie
Room: TBD
CRN: 90782, Thu 6:00PM-8:00PM
Date: 9/3/15 - 11/5/15

Spanish For the Traveler
This is an introduction to practical conversational Spanish. Students will discover how to say and comprehend many expressions used in everyday Spanish. Use common phrases of greeting, introduction, and complimenting others; practice giving directions, asking for clarification, making small talk, and much more.

Course #: LANG-4008
FEE: $40.00
Downriver - Instructor: Dominguez, Pilar
Room: TBD
CRN: 97816, Mon 6:00PM-8:00PM
Date: 9/14/15 - 10/2/15

Language and Culture

French for the Traveler
French made fun and easy. Skills will be taught in greetings, shopping vocabulary, phrases for checking into a hotel, transportation, dining and much more. Participants are responsible for purchasing their own supplies.

Course #: LANG-4009
FEE: $40.00
Downriver - Instructor: Dominguez, Pilar
Room: TBD
CRN: 98795, Wed 6:00PM-8:00PM
Date: 9/16/15 - 11/2/15

Writing for Peace of Mind
Rediscover yourself and relieve stress and tension as you write your cares away! Putting away electronics and utilizing stored creative energy to flow with the movement of a pen and paper is a sure way to reveal emotions deep within the soul. Your signature and writing thoughts on paper (topics selected by the instructor) is proven to be healing and therapeutic. Writing creates and understanding within ourselves and promotes better communication. All levels of penmanship are welcome.

Course #: LANG-5006
FEE: $40.00
Downriver - Instructor: Sosa, Renee
Room: TBD
CRN: 98863, Tue 1:00PM-3:00PM
Date: 9/1/15 - 11/24/15

Genealogy-Your Ancestors and You
Interested to find out more about your family lineage and ancestors? This course will introduce and identify the basics of gathering and recording the history of your forefathers. Learn how to organize and analyze materials, information, and research. Plant your family tree roots with hands-on experience documenting generations through vital records. A field trip exploring library collections and on-line database resources is included. A final show-&-tell project of pedigree findings will use Microsoft Word and Power-Point. Basic software knowledge and skills are recommended, but is not a prerequisite, or other presentation software.

Course #: LANG-5005
FEE: $40.00
Downriver - Instructor: Tucker, Deborah
Room: TBD
CRN: 98860, Wed 1:00PM-3:00PM
Date: 9/2/15 - 11/18/15

Lawn and Garden Design

Creating Indoor/Outdoor Mini Gardens
Learn tips and tricks to enjoy gardening all year round. Different types of gardens will be discussed and plants needed to make a small haven for your home or patio. Terrarium succulents and herbs can be used for this project. Students are responsible for their own supplies. Please contact the Downriver Continuing Education Office for the supply list.

Course #: HMGP-5004
FEE: $40.00
CEU’s: 0.3
Downriver - Instructor: Burt, Maria
Room: TBD
CRN: 98866, Mon 5:30PM-8:30PM
Date: 10/19/15 - 10/19/15
Grow Sprouts for Your Health
Your health is your wealth. Learn how to reap these benefits of life. Sprouts are an easy to grow super food from seeds, lentils, and beans. Sprouts can also be of beneficial help with skin care, weight loss, and anti-aging. Students are responsible for their own supplies. Please contact the Downriver Continuing Education Office for the supply list.

Course #: HMGP-5006
FEE: $40.00
CEU’s: 0.3
Downriver - Instructor: Burt, Maria
Room: TBD
CRN: 98871, Wed 5:30PM-8:30PM
Date: 10/28/15 - 10/28/15

Herbal Delights
Colorful culinary concoctions will be created in this class using basic herbs that you grow or buy. Herbal butters, salsas, and tasty teas just to name a few. Students are responsible for their own supplies. Please contact the Downriver Continuing Education Office for the supply list.

Course #: HMGP-5003
FEE: $40.00
CEU’s: 0.3
Downriver - Instructor: Burt, Maria
Room: TBD
CRN: 98865, Mon 5:30PM-8:30PM
Date: 10/26/15 - 10/26/15

How to Make Herbal Vinegars and Dressings
This class will allow students to learn how to make homemade herbal vinegars and dressing with herbs grown in their gardens or can be store bought. Different recipes and plant list will be provided. Bring your favorite decorative bottle that will allow your creations to be stored or displayed in.

Course #: HMGP-6033
FEE: $40.00
Downriver - Instructor: Burt, Maria
Room: TBD
CRN: 98856, Wed 5:30PM-8:30PM
Date: 11/4/15 - 11/4/15

Melon Swan Fruit Carving
Make your food more attractive and appetizing. Learn the art of fruit carving in just a few simple steps. Your friends and family will be delighted by your presentation, thus making you and your fruit carving a memorable occasion. Students are responsible for their own supplies. Please contact the Downriver Continuing Education Office for the supply list.

Course #: HMGP-5005
FEE: $40.00
CEU’s: 0.3
Downriver - Instructor: Burt, Maria
Room: TBD
CRN: 98870, Wed 5:30PM-8:30PM
Date: 10/21/15 - 10/21/15

Regrow your Herbs and Vegetables
Don’t throw it, Regrow it. Learn to create kitchen magic windowsill plants for your indoor/outdoor garden. Think of all the green you will save at the grocery store just by recycling kitchen scraps. Students are responsible for their own supplies. Please contact the Downriver Continuing Education Office for the supply list.

Course #: HMGP-5007
FEE: $40.00
CEU’s: 0.3
Downriver - Instructor: Burt, Maria
Room: TBD
CRN: 98872, Mon 5:30PM-8:30PM
Date: 11/2/15 - 11/2/15

Yard Art on a Dime
DIY yard art can be fun for you and your friends. Learn to decorate your yard or small outside spaces with low cost materials and a lot of creativity. So grab a garden buddy and share the learning experience. Students are responsible for their own supplies. Please contact the Downriver Continuing Education Office for the supply list.

Course #: HMGP-5002
FEE: $40.00
CEU’s: 0.3
Downriver - Instructor: Burt, Maria
Room: TBD
CRN: 98857, Mon 5:30PM-8:30PM
Date: 10/12/15 - 10/12/15
Music

**Beginning Classical Guitar**
Grab your acoustic or electric guitar. Participants will learn how to read notes, play basic strums and arpeggios, scales technique.

Course #: MUSC-5002  
FEE: $45.00  
Downriver - Instructor: Pilon, Debra  
Room: TBD  
CRN: 92052, Sat 11:30AM-1:30PM  
Date: 9/5/15 - 10/10/15

**Beginner-Intermediate Guitar**
Come and learn to read and play music on your electric or acoustic guitar. Master the skills you will need to enable you to play the following categories of music, Rock, Jazz, R&B, Classic or Country. The first six weeks we will start with beginning techniques. The following six weeks more advanced techniques will be taught. Students will need to bring an acoustic guitar or electric guitar and small amp. The book required for the class is Hal Leonard Guitar Methods Complete Edition (Contains books 1, 2 and 3 bound together in one easy to use volume with cd included.)

Course #: MUSC-4003  
FEE: $50.00  
Downriver - Instructor: Pilon, Debra  
Room: TBD  
CRN: 98858, Wed 6:00PM-8:00PM  
Date: 9/2/15 - 11/18/15

**Fundamentals of Jazz Improvisation**
The goal of this class is to introduce the student to the fundamentals of jazz improvisation. It involves learning what can be played on any given chord. The class will focus on learning chord scales, cord substitutions, chord voicingis and modal playing. Also, some theory and harmony will be discussed. Participants are expected to have some reading ability and chord knowledge

Course #: MUSC-5008  
FEE: $40.00  
Downriver - Instructor: Wojcik, Gary  
Room: TBD  
CRN: 98799, Tue 7:00PM-9:00PM  
Date: 9/1/15 - 11/3/15

Intermediate Classical Guitar
This is a continuation of beginning classical guitar. Participants will be introduced to new chords, rhythms, arpeggios, note reading and bar chords.

Course #: MUSC-5003  
FEE: $45.00  
Downriver - Instructor: Pilon, Debra  
Room: TBD  
CRN: 92053, Sat 11:30AM-1:30PM  
Date: 10/17/15 - 11/21/15

**Physical Fitness and Sports**

**Drums Alive**
This cardio drumming class is designed to move your body, sculpt and tone your upper body, inspire your spirit and challenge your mind. Participants will need large stability ball. Drumsticks and ball holder provided. No musical background required.

Course #: PEDU-4049  
FEE: $40.00  
Downriver - Instructor: Sosa, Renee  
Room: TBD  
CRN: 97819, Mon 4:30PM-5:30PM  
Date: 9/14/15 - 11/23/15

**Hatha Yoga - Beginner**
Students will learn to build on their flexibility, strength, and health. Course includes breathing and visualization techniques for maintaining your health. Please bring a thick mat, wear loose clothes, and don’t eat two hours before class.

Course #: PEDU-4007  
FEE: $45.00  
Downriver - Instructor: LaCasse, Veronica  
Room: TBD  
CRN: 98874, Thur 1:00PM-2:00PM  
Date: 9/3/15 - 11/19/15  
Downriver - Instructor: LaCasse, Veronica  
Room: TBD  
CRN: 98882, Thur 4:30PM-5:30PM  
Date: 9/3/15 - 11/19/15
**Meditation Techniques**

Participations will be guided through many different meditations and with different styles. Meditation is a non-religious so everyone can enjoy participating in this course. The course will focus on relaxing the body and quieting the mind to improve relaxation and concentration. Please wear comfortable clothes to class. Please bring a yoga mat, yoga strap, yoga brick and bath towel to class.

**Course #: PEDU-5006**  
**FEE: $40.00**  
**Downriver - Instructor: LaCasse, Veronica**  
**Room: TBD**  
**CRN: 98873, Thur 11:00AM-12:00PM**  
**Date: 9/3/15 - 11/19/15**

**Downriver - Instructor: Sutton, Jamie**  
**Room: TBD**  
**CRN: 98880, Fri 11:30AM 1:30PM**  
**Date: 9/11/15 - 11/20/15**

**Restore Your Vitality Nutrition Mastery Made Easy**

Participants will be provided a clear, useful and evidence based understanding of how your body and nutrition work together to eliminate nagging health problems, overcome bad eating habits, and create life long vitality. Topics of discussion includes: evidence based findings about fats, cholesterol, carbohydrates, proteins, vitamins, minerals, supplements, super foods and more. You will get answers to your nutrition and health questions and understand how your body works.

**Course #:HEAL 5209**  
**FEE: $60.00**  
**Downriver - Instructor: Sutton, Jamie**  
**Room: TBD**  
**CRN: 98879, Wed 5:00PM-7:00PM**  
**Date: 9/9/15 - 11/18/15**

**Strength Training**

This class is designed to combine resistance exercises to tone and sculpt all major muscle groups, with intermittent short blasts of cardio. Class will be adapted to fit all fitness levels and provide.

**Course #: PEDU-4050**  
**FEE: $40.00**  
**Downriver - Instructor: Sosa, Renee**  
**Room: TBD**  
**CRN: 97821, Wed 4:30PM-5:30PM**  
**Date: 9/16/15 - 12/2/15**

**Tai Chi-Beginner**

Students will learn this ancient Chinese martial art. Considered a low-impact aerobic exercise, it is also used for self-defense and stress relief.

**Course #: PEDU-4012**  
**FEE: $50.00**  
**Downriver - Instructor: Plevinski, John**  
**Room: TBD**  
**CRN: 90181, Sat 8:30AM-10:30AM**  
**Date: 9/5/15 - 10/24/15**

**Downriver - Instructor: Plevinski, John**  
**Room: TBD**  
**CRN: 98803, Tue 11:00AM-12:30PM**  
**Date: 9/1/15 - 11/10/15**

**Yin Yoga**

Students will hold yoga poses for longer periods to relax into deeper muscles. Fewer yoga poses will be done in an hour. Students will need to bring some props to class to feel comfortable in poses for 3 ÷ 5 minutes. Please wear comfortable clothes. Please bring a thick mat, yoga strap, yoga brick and bath towel to class.

**Course #: PEDU-5007**  
**FEE: $45.00**  
**Downriver - Instructor: LaCasse, Veronica**  
**Room: TBD**  
**CRN: 98875, Thur 2:00PM-3:00PM**  
**Date: 9/3/15 - 11/19/15**

**Zumba Fitness**

Whether you’re in great shape or a couch potato, Zumba is for you! Zumba is an amazing combination of irresistible Latin music with dynamic, yet simple, exercise moves that is so much fun you’re barely aware you’re getting an excellent, variable impact, cardio workout.

**Course #: PEDU-4043**  
**FEE: $40.00**  
**Downriver - Instructor: Proctor, Amy**  
**Room: TBD**  
**CRN: 90306, Tue 4:30PM-5:30PM**  
**Date: 9/1/15 - 11/10/15**
Professional Exams and Licensing Preparation

BLS For Healthcare Providers
An American Heart Association BLS course for healthcare providers. Learn special resuscitation skills and how to identify heart disease risk factors. Also learn and practice CPR for infants, children and adults, and how to use an AED.

Course #: HLTC-4000
FEE: $61.00
CEU's: 0.8
Downriver - Instructor: Staff
Room: TBD
CRN: 90163, Sat 8:00AM-2:00PM
Date: 8/15/15 - 8/15/15
Downriver - Instructor: Staff
Room: TBD
CRN: 90164, Fri 8:00AM-2:00PM
Date: 8/21/15 - 8/21/15
Downriver - Instructor: Staff
Room: TBD
CRN: 98793, Fri 8:00AM-2:00PM
Date: 9/25/15 - 9/25/15
Downriver - Instructor: Staff
Room: TBD
CRN: 98986, Sat 8:00AM 2:00PM
Date: 10/24/15 - 10/24/15

Real Estate License Preparation
This course is certified by the Michigan Department of Commerce, and open to anyone with the desire to obtain a license. Students will learn real estate transactions law for new investors. Participants are responsible for purchase of manual before the first day of class.

Course #: PELP-1005
FEE: $99.00
CEU's: 4.0
Downriver - Instructor: Staff
Room: TBD
CRN: 98864, Mon, Wed 6:00PM-10:00PM
Date: 9/9/15 - 10/19/15

Real Estate Six Hour Continuing Education
The Real Estate Six Hour Continuing Education is designed to fulfill the State of Michigan’s annual educational requirements for real estate license renewal. This course will update students on recent Real Estate Law changes as we cover the mandatory instruction in the areas of civil rights law and equal opportunity in housing.

Course #: BUSN-4048
FEE: $60.00
CEU’s: 0.6
Downriver - Instructor: Staff
Room: TBD
CRN: 98867, Sat 9:00AM-3:00PM
Date: 10/24/15 - 10/24/15
Downtown Campus

1001 W. Fort
Detroit, MI 48226

Campus Information
313-496-2758
www.wcccd.edu

Downtown Campus
Featured
Continuing Education Programs:
Business & Information Technology

Certificate Programs:
• Administrative Office Support
• Case Management
• Grant Writing

HOURS OF OPERATION:
Monday - Thursday . . . . . . .8:00 am-9:00 pm
Friday . . . . . . . . . . . . . . . . .8:00 am-5:00 pm
Saturday . . . . . . . . . . . . . . .8:00 am-4:00 pm

Campus Information
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فارسي

مرکز دانشگاهی شهری
1001 W. Fort
دیتروی، MI 48226

معلومات حرمین
313-496-2758
www.wcccd.edu

مرکز دانشگاهی شهری
مقدماتی آموزش در دانشگاهیونه و اطلاعات

پروگرام‌های گواهی:
• پشتیبانی اداری
• مدیریت پرونده
• نوشتن دریافت

ساعت رسمی:
روزهای سه شنبه تا گری‌ام-9:00
روزهای پنج‌شنبه . . . . . . .8:00 am-5:00 pm
سویا های سه شنبه . . . . . . .8:00 am-4:00 pm

فارسی

مرکز دانشگاهی شهری
1001 W. Fort
دیتروی، MI 48226

توجه می‌کنیم

مرکز دانشگاهی شهری
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فارسی

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1001 W. Fort
دیتروی، MI 48226

توجه می‌کنیم

مرکز دانشگاهی شهری
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سویا های سه شنبه . . . . . . .8:00 am-4:00 pm
School of Continuing Education Classes

Through our School of Continuing Education, we offer a variety of professional development programs for persons seeking new job opportunities, looking to expand current skills, licensing and certification courses, and much more! We also have hundreds of personal enrichment programs for leisure and recreation. I invite you to browse through our current CE schedule for detailed program offerings. Our dynamic lecture, workshop and seminar series brings the classroom to you! Check the Calendar of Events frequently for upcoming programs.

Arts and Crafts

**Advanced Knitting and Crochet**
Participants will learn hands-on advance knitting and crocheting techniques. Participants will learn how to read patterns and charts, make cable and textured fabric, work with two or more colors of yarn, make gauge swatches, increase, decrease, make button holes, sew seams, pick up stitches, and work with beads. Participants are responsible for their own supplies.

Course #: CRFT-5002  
FEE: $50.00  
Downtown - Instructor: Crittenden, Patricia  
Room: TBD  
CRN: 97836, Sat 2:00PM-4:00PM  
Date: 9/12/15 - 10/31/15

**NEW Copper Etching on Metal**
This course explores expanding your jewelry design possibilities through copper etching. It is easy to etch your own designs into metal for jewelry. By etching copper you can add cool textures and patterns that really help your metal jewelry stand out. Participants are responsible for their own supplies.

Course #: CRFT-5016  
FEE: $50.00  
Downtown - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 98846, Thur 5:00PM-7:00PM  
Date: 10/22/15 - 11/19/15

**NEW Buttons and Beads Using Polymer Clay**
This course lays the groundwork for working with polymer clay, basic materials, supplementary supplies, handling characteristics, shape formation and safety guidelines. At the completion of class students will have completed a series of functional and art inspired beads and buttons. Participants are responsible for their own supplies.

Course #: CRFT-5018  
FEE: $50.00  
Downtown - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 98845, Wed 12:00PM-2:30PM  
Date: 9/9/15 - 10/14/15

**NEW Crocheting for Beginners**
Students will learn to crochet beautiful potholders, place mats, afghans, and more. Make flowers and read patterns. Participants are responsible for their supplies.

Course #: CRFT-4008  
FEE: $40.00  
Downtown - Instructor: Crittenden, Patricia  
Room: TBD  
CRN: 91998, Sat 9:00AM-11:00AM  
Date: 9/12/15 - 10/31/15

**Decorating with Wreaths**
Not just for holidays anymore, participants will learn to design and create decorative wreaths for any occasion. Working with silk flowers, dried flowers, ribbons, and accent pieces will also be highlighted. Participants are responsible for their supplies.

Course #: CRFT-4010  
FEE: $30.00  
Downtown - Instructor: Smith, Jay  
Room: TBD  
CRN: 94347, Mon 9:00AM-10:00AM  
Date: 9/14/15 - 11/2/15
Floral Design-Beginner
This popular course teaches the basics of floral design, care, and maintenance of fresh cut flowers, and green plants. Participants are responsible for their supplies.
Course #: CRFT-4012
FEE: $40.00
Downtown - Instructor: Smith, Jay
Room: TBD
CRN: 94376, Mon 10:00AM-12:00PM
Date: 8/31/15 - 10/26/15

Floral Design-Advanced
This course is for participants who have completed a Floral Design Beginners or, who have worked in the floral industry. Participants will have the opportunity to create contemporary floral designs as well as experience European and Asian trends. Participants are responsible for their supplies.
Course #: CRFT-4013
FEE: $50.00
Downtown - Instructor: Smith, Jay
Room: TBD
CRN: 97837, Mon 10:00AM-1:30PM
Date: 11/2/15 - 12/7/15

Fundamentals of Paper Piecing
Participants will develop techniques to complete a beautiful Fundamentals of Foundation paper piecing. Students will need to purchase their own fabrics and bring their own sewing machine for this course. Students must also have access to a computer and printer and have basic computer skills. A complete supply list will be provided. (Quilting for beginner is a prerequisite for this course)
Course #: CRFT-4093
FEE: $45.00
Downtown - Instructor: Shipp, April
Room: TBD
CRN: 98732, Sat 12:30PM-3:00PM
Date: 8/29/15 - 9/19/15

Gift Wrapping/Bow Making
Students will learn to beautifully wrap packages with different types of paper, bows, and ribbons. Bring a sweater-size box with a lid, and create a masterpiece. Participants are responsible for their own supplies.
Course #: CRFT-4015
FEE: $25.00
Downtown - Instructor: Smith, Sena
Room: TBD
CRN: 90081, Sat 9:00AM-11:00AM
Date: 12/5/15 - 12/5/15

Intermediate Wire Working
Participants will obtain working knowledge of manipulating wire to make jewelry findings. Findings are the components that jewelry makers use to assemble their jewelry and include items such as clasps, head pins, and jump rings. Participants will learn key elements and basic wire working techniques to make the findings used in all types of jewelry. Participants are responsible for purchasing their own supplies.
Course #: CRFT-4086
FEE: $50.00
Downtown - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 94356, Thu 5:00PM-6:55PM
Date: 9/10/15 - 10/15/15

Introduction to Wire Working-Bracelets
Participants will learn key elements and basic wire working techniques to make bracelets. The components that will be used include: headpins, jump rings, eye pins, clasps, ear wires and dangle charms. Participants are responsible for their own supplies.
Course #: CRFT-4091
FEE: $55.00
Downtown - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 94498, Wed 10:00AM-11:55AM
Date: 9/9/15 - 11/11/15

Introduction to Wire Working-Earrings
Participants will learn key elements and basic wire working techniques to make earrings. The components that will be used include: headpins, jump rings, eye pins, clasps, ear wires and dangle charms. Participants are responsible for their own supplies.
Course #: CRFT-4092
FEE: $55.00
Downtown - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 94494, Thu 7:00PM-8:30PM
Date: 9/10/15 - 10/29/15
Knitting I-Beginner
This hands-on course will introduce the students to the art of knitting. Students will learn how to cast-on, knit, purl, bind-off stitches, make gauge swatches, make fringe, sew seams and read patterns. They will also learn how to select yarns and care for the finished product.
Course #: CRFT-4047
FEE: $40.00
Downtown - Instructor: Crittenden, Patricia
Room: TBD
CRN: 94364, Sat 11:30AM-1:30PM
Date: 9/12/15 - 10/31/15

NEW Making Gifts with Rubber Stamps
This course teaches the fundamentals of using different methods for creating sophisticated embellishments on everything from lampshades to handmade books. Students will also have fun exploring with stamps on unusual surfaces such as polymer clay, shrink plastic, and rich velvet. Upon completion of class, students will have made several gorgeous gifts and miniatures works of art. Participants are responsible for their own supplies.
Course #: CRFT-5017
FEE: $50.00
Downtown - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 98853, Wed 12:00PM-2:00PM
Date: 10/21/15 - 12/2/15

Matting and Framing-Beginner
This class includes mat selection for prints and posters. Measuring, glazing glass, fitting and molding will be demonstrated. Participants are responsible for their supplies.
Course #: CRFT-4024
FEE: $30.00
Downtown - Instructor: Johnson, Thallas
Room: TBD
CRN: 97831, Tue 5:30PM-7:30PM
Date: 9/15/15 - 10/13/15

Computer Science Technology Training

NEW Excel Functions and Formulas
This course begins with looking at logic functions. From the essential function through a variety of others which can be leveraged at key times, this is an essential area of understanding for every Excel user. You’ll also explore reference functions, which will allow you to pull information from different worksheet cells as required.
Course #: CSTT-5024
FEE: $65.00
CEU's: 0.6
Downtown - Instructor: Hudson, Wanda
Room: TBD
CRN: 98819, Mon 5:30PM-8:30PM
Date: 10/30/15 - 12/7/15

Getting Started
This course provides hands-on training and teaches step-by-step theory for the PC and Windows environment. Also learn about the components and desktop functions, and get an overview of software applications.
Course #: CSTT-2013
FEE: $45.00
Downtown - Instructor: Gwynn, Annice
Room: TBD
CRN: 97825, Sat 9:00AM-12:00PM
Date: 8/29/15 - 9/5/15

Introduction to Smart Phones
Participants will gain an understanding on how to access the internet, send and receive emails, download apps and games and check social networking sites, like Facebook and Twitter.
Course #: CSTT-5019
FEE: $40.00
Downtown - Instructor: Staff
Room: TBD
CRN: 97939, Wed 5:30PM-8:30PM
Date: 10/14/15 - 10/21/15

Introduction to Tablets
Participants will gain an understanding of tablet features. The course will focus on browsing the internet, check e-mails, learn how to download, read books online, play video games organize content and more.
Course #: CSTT-5018
FEE: $40.00
Downtown - Instructor: Staff
Room: TBD
CRN: 97938, Wed 5:30PM-8:30PM
Date: 9/30/15 - 10/7/15
Keyboarding Basics
Today, know how to type is almost a necessity in the business world. More and more corporate-world employees are being asked to create reports, sales letters, business plans, blogs, web content, forecasts and more. Knowing how to type can save you hours of valuable time, increasing your productivity.

Course #: CSTT-2014  
FEE: $45.00  
Downtown - Instructor: Gwynn, Annice  
Room: TBD  
CRN: 98818, Sat 9:00AM-11:00AM  
Date: 10/24/15 - 11/7/15

Microsoft Access Basic 2013
Students will learn the basic operations of this software program. Topics include: How to create a new database file and tables, enter, view, edit, and search records, create simple forms, queries, and reports; work with multiple tables; and create customized forms.

Course #: CSTT-2005  
FEE: $65.00  
CEU’s: 1.5  
Downtown - Instructor: Wheatley, Christopher  
Room: TBD  
CRN: 90108, Thur 5:30PM-8:30PM  
Date: 11/5/15 - 12/10/15

Microsoft PowerPoint Basic 2013
Students will learn to build powerful presentations working with text, backgrounds and graphics. Participants will also learn to create, modify and print presentation materials.

Course #: CSTT-2007  
FEE: $65.00  
CEU’s: 1.5  
Downtown - Instructor: Hudson, Wanda  
Room: TBD  
CRN: 97830, Mon 5:30PM-8:30PM  
Date: 10/26/15 - 11/23/15

Microsoft Publisher
Students will learn to create professional looking letterheads, business cards, calendars, envelopes with merge, and business forms using MS Publisher. Learn to apply basic desktop publishing design concepts to create impact and appeal.

Course #: CSTT-2090  
FEE: $65.00  
CEU’s: 1.5  
Downtown - Instructor: Gwynn, Annice  
Room: TBD  
CRN: 97826, Sat 12:00PM-3:00PM  
Date: 9/12/15 - 10/17/15

Hustle
Participants will learn the steps of the Hustle. It’s easy, it’s fun and everyone is doing it.

Course #: DANC-4012  
FEE: $40.00  
Downtown - Instructor: Smith, Kevin  
Room: TBD  
CRN: 97841, Mon,Wed 5:30PM-7:00PM  
Date: 9/14/15 - 9/21/15

Event Planning
This workshop offers general information designed to increase the participant’s understanding and knowledge of planning events. The workshop will include planning calendars, assigning responsibilities, and follow-up. Budgeting, paperwork permits, and using community resources will be discussed.

Course #: NPOM-4014  
FEE: $50.00  
Downtown - Instructor: Norman Hill, Shelly  
Room: TBD  
CRN: 90085, Sat 9:00AM-3:00PM  
Date: 11/7/15 - 11/7/15

Zumba Fitness
Whether you’re in great shape or a couch potato, Zumba is for you! Zumba is an amazing combination of irresistible Latin music with dynamic, yet simple, exercise moves that is so much fun you’re barely aware you’re getting an excellent, variable impact, cardio workout.

Course #: PEDU-4043  
FEE: $40.00  
Downtown - Instructor: Plant, Rashonda  
Room: TBD  
CRN: 97842, Tue,Thur 5:30PM-6:30PM  
Date: 8/27/15 - 11/5/15
Sewing and Design

**Buttons, Zippers and Hems**
Participants will learn the basics steps for buttons, zippers and hems. For those with little to no experience with a needle, discover the fundamentals of sewing: how to operate your sewing machine, stock and organize your work space, and select the right fabrics, patterns and techniques for beginning construction. Participants are responsible for purchasing their own supplies.

**Course #: SEWD-4060**
**FEE: $50.00**
**Downtown - Instructor: Cunningham, Ophelia**
**Room: TBD**
**CRN: 97935, Thur 9:00AM-11:00AM**
**Date: 10/22/15 - 11/12/15**

**Dressmaking**
Participants will learn how sew dresses for special occasions. Participants should have also completed Fundamentals of Basic Sewing and Sewing II before registering this class. Participants are responsible for their own sewing machine and supplies.

**Course #: SEWD-4056**
**FEE: $50.00**
**Downtown - Instructor: Cunningham, Ophelia**
**Room: TBD**
**CRN: 97809, Thur 1:00PM-4:00PM**
**Date: 8/27/15 - 9/17/15**

**Fundamentals of Basic Sewing**
Students will learn to read and select the correct patterns. Enhance fabric knowledge and practice stitching. Participants are responsible for purchasing their own supplies.

**Course #: SEWD-4000**
**FEE: $50.00**
**Downtown - Instructor: Cunningham, Ophelia**
**Room: TBD**
**CRN: 94377, Tue 9:00AM-12:00PM**
**Date: 8/25/15 - 11/3/15**

**Just Skirts!**
Participants will learn basic elements of fabric choice, how to decipher the pattern envelope and Instructions inside. Get to know your sewing machine and how to begin expanding your wardrobe by sewing your own skirt. You must have the basic knowledge of fundamentals of Basic Sewing. Participants are responsible for purchasing their own supplies and sewing machine.

**Course #: SEWD-4061**
**FEE: $40.00**

**Downtown - Instructor: Cunningham, Ophelia**
**Room: TBD**
**CRN: 97936, Thur 9:00AM-11:00AM**
**Date: 10/22/15 - 11/12/15**

**Pattern Drafting**
Participants will learn how to make pattern pieces of their choice while learning various techniques. Participants are responsible for their own sewing machine and supplies. Participants should have completed Fundamentals of Basic Sewing and Sewing II before registering this class.

**Course #: SEWD-4057**
**FEE: $50.00**
**Downtown - Instructor: Cunningham, Ophelia**
**Room: TBD**
**CRN: 97810, Thur 9:00AM-12:00PM**
**Date: 8/27/15 - 9/17/15**

**Pattern Drafting II**
Participants will learn how to identify the design features and patternmaking principles involved. Participants will also learn pattern plot, pattern manipulation design and pivotal points. You must have the basic knowledge of fundamentals of Basic Sewing and Pattern Drafting I. Participants are responsible for purchasing their own supplies and sewing machine.

**Course #: SEWD-4059**
**FEE: $50.00**
**Downtown - Instructor: Cunningham, Ophelia**
**Room: TBD**
**CRN: 97934, Thur 9:00AM-12:00PM**
**Date: 9/24/15 - 10/15/15**

**Quilting for Beginners**
This hands-on class covers the fundamentals of quilting from simple designs to working with blocks and templates. Participants will select one of the following as a project: small wall hanging quilt, baby quilt or lap quilt. Participants are responsible for their supplies, including a sewing machine.

**Course #: CRFT-4046**
**FEE: $25.00**
**Downtown - Instructor: Shipp, April**
**Room: TBD**
**CRN: 98731, Sat 10:00AM-12:00PM**
**Date: 8/29/15 - 9/19/15**
Sewing Machines Accessories
Participants will learn how to use some gadgets provided with your personal sewing machines such as hemmer jumper, ruffle foot bias bind foot etc. You must provide all gadgets to perform. Participants are responsible for their own sewing machine and supplies. Participants should have completed Fundamentals of Basic Sewing and Sewing II before registering this class.

Course #: SEWD-4055
FEE: $50.00
Downtown - Instructor: Cunningham, Ophelia
Room: TBD
CRN: 97811, Thur 1:00PM-4:00PM
Date: 9/24/15 - 10/15/15

Sewing II
Students will learn the proper way to construct notch collars/labels, welted pockets and buttonholes with the use of fusible interfacing, vented sleeves, and inserting a lining. Students must have a thorough knowledge of Sewing Pattern Selection. Participants are responsible for purchasing their own supplies.

Course #: SEWD-4002
FEE: $45.00
Downtown - Instructor: Cunningham, Ophelia
Room: TBD
CRN: 94381, Tue 9:00AM-11:30AM
Date: 11/10/15 - 12/1/15
Eastern Campus

5901 Conner
Detroit, MI 48213

Campus Information
313-922-3311
www.wcccd.edu

Eastern Campus
Featured
Continuing Education Programs:

New Programs/Courses:

- iPad, iPhone, & iLearn
- Corporate Grooming: A Man’s Guide
- Film Production Certificate
- Commercial Photography
- Corporate Golf
- Sewing and Design

HOURS OF OPERATION:
Monday - Thursday . . . . . . . . 7:30 am-9:00 pm
Friday . . . . . . . . . . . . . . . . . . . . 7:30 am-5:00 pm
Saturday . . . . . . . . . . . . . . . . . . 8:30 am-4:00 pm
Arts and Crafts

Jewelry Bead Design-Beginner
This class will offer a hands-on approach to Jewelry Bead Design. Participants will complete three sets of jewelry that include a necklace, a pair of earrings, and a bracelet. Participants are responsible for purchasing their own supplies.

Course #: CRFT-4021
FEE: $30.00
Eastern - Instructor: Jones, Ruby
Room: TBD
CRN: 97915, Sat 9:00AM-12:00PM
Date: 8/29/15 - 9/26/15

Jewelry Bead Design-Intermediate
Learn various techniques of stringing multiple strands of beads. Use of metal pieces, caps, closures, and pins will be covered. Participants are responsible for their supplies.

Course #: CRFT-4022
FEE: $30.00
Eastern - Instructor: Jones, Ruby
Room: TBD
CRN: 97916, Sat 9:00AM-12:00PM
Date: 10/10/15 - 11/7/15

Computer Science

Friends, Family and Facebook
Learn how to make contact with a long lost friend or family member through the most famous social media. Facebook is the most influential way to communicate throughout the world. Participants will learn how to set-up an account, organize personal settings and protect your privacy. Let’s be friends on Facebook!

Course #: CSTT-5012
FEE: $40.00

iPad, iPhone, iLearn
Participants will take a basic to moderate look at the operations for both their iPad and iPhone. Come and explore the various features you can use on your Apple product. Students are responsible for bringing their own iPads and iPhones to class. (iPhone compatibility: 3G and up).

Course #: CSTT-5007
FEE: $40.00
Eastern - Instructor: Nelson, Rodney
Room: TBD
CRN: 94385, Wed 6:00PM-7:25PM
Date: 8/26/15 - 9/23/15

Dance

Ballroom Dancing
This course is designed to teach students basic steps of ballroom dancing. Students will also learn hand and foot coordination, posture, basic turns and spins.

Course #: DANC-4014
FEE: $50.00
Eastern - Instructor: Staff
Room: TBD
CRN: 98752, Thur 6:00PM-8:00PM
Date: 10/1/15 - 10/29/15
Egyptian Belly Dancing-Beginner
Students will dance to the music and rhythm of the Middle East by learning various movements while strengthening individual muscle groups. Get a firmer figure, relieve tension and become more flexible.

Course #: DANC-4000
FEE: $40.00
Eastern - Instructor: Carr, Stephanie
Room: TBD
CRN: 94321, Fri 4:00PM-6:00PM
Date: 8/28/15 - 10/30/15

Modern Dance
This course is designed as an introduction to the basic principles of modern dance. It includes the study of level change, floor work, weight shift, dynamic alignment, and expression as well as an introduction to modern dance theories and history.

Course #: DANC-4027
FEE: $40.00
Eastern - Instructor: Staff
Room: TBD
CRN: 98751, Mon, Wed 6:30PM-8:30PM
Date: 9/30/15 - 12/9/15

Music

All That Jazz
Interested in Jazz? Interested in learning how to sing Jazz? This class offers both from a local to renowned jazz singers, songwriters and musicians. From Billie Holiday to Diane Reeves, participants will learn how to recognize jazz singers, the lost art of scatting and proper vocal exercises.

Course #: MUSC-5005
FEE: $30.00
Eastern - Instructor: Weeden, Deanna
Room: TBD
CRN: 95995, Thur 6:00PM-8:00PM
Date: 8/27/15 - 10/15/15

Piano Basics 1.0
Participants will learn where middle C: is, how to read basic sheet music and play elementary level songs.

Course #: MUSC-5006
FEE: $50.00
Eastern - Instructor: Worthy, Jennifer
Room: TBD
CRN: 97917, Sat 10:00AM-12:00PM
Date: 8/29/15 - 10/17/15

Natural Science

Home and Building Energy Improvements
This course is designed to introduce students to the benefits and barriers of commercial and residential building energy efficiency. Topics will include, but are not limited to: current trends in commercial/residential building energy efficiency, rating building energy efficiency, best energy efficiency practices, engaging employees in energy conservation, and tracking energy savings and greenhouse emissions reductions over time.

Course #: HFAM-5045
FEE: $40.00
Eastern - Instructor: Staff
Room: TBD
CRN: 98758, Wed 5:00PM-7:00PM
Date: 9/16/15 - 10/14/15

Personal Enrichment Series

Beginning Digital Photography
This course provides students with an introduction to current digital imaging technology. With the use of digital cameras, printers and photo imaging software, students will learn the functions of their camera and explore the world of the electronic darkroom. A digital SLR camera is required. Prior computer experience is recommended but not required.

Course #: PHOT-4019
FEE: $45.00
Eastern - Instructor: Smith, Andre
Room: TBD
CRN: 94327, Sat 1:00PM-3:00PM
Date: 10/3/15 - 10/31/15

Home and Building Energy Improvements
This course is designed to introduce students to the benefits and barriers of commercial and residential building energy efficiency. Topics will include, but are not limited to: current trends in commercial/residential building energy efficiency, rating building energy efficiency, best energy efficiency practices, engaging employees in energy conservation, and tracking energy savings and greenhouse emissions reductions over time.

Course #: HFAM-5045
FEE: $40.00
Eastern - Instructor: Staff
Room: TBD
CRN: 98758, Wed 5:00PM-7:00PM
Date: 9/16/15 - 10/14/15

Personal Enrichment Series

Beginning Digital Photography
This course provides students with an introduction to current digital imaging technology. With the use of digital cameras, printers and photo imaging software, students will learn the functions of their camera and explore the world of the electronic darkroom. A digital SLR camera is required. Prior computer experience is recommended but not required.

Course #: PHOT-4019
FEE: $45.00
Eastern - Instructor: Smith, Andre
Room: TBD
CRN: 94327, Sat 1:00PM-3:00PM
Date: 10/3/15 - 10/31/15
**Physical Fitness and Sports**

**Corporate Golf 101**
This is a golf education course that will introduce students to the basics of golf including, golf etiquette, attire, rules, safety, scoring and terminology, equipment, stance, posture, club swing and usage. Students must provide their own equipment, but a full set of clubs is not required at the beginning of the class. Participants are responsible for their own supplies.

Course #: PEDU-4046  
FEE: $60.00  
CEU’s: 2.4  
Eastern - Instructor: Staff  
Room: TBD  
CRN: 94499, Wed 5:00PM-6:55PM  
Date: 8/26/15 - 9/30/15

**Hatha Yoga-Beginner**
Students will learn to build on their flexibility, strength, and health. Course includes breathing and visualization techniques for maintaining your health. Please bring a thick mat, wear loose clothes, and don’t eat two hours before class.

Course #: PEDU-4007  
FEE: $45.00  
Eastern - Instructor: Breczinski, Emily  
Room: TBD  
CRN: 98748, Wed 5:00PM-6:30PM  
Date: 8/26/15 - 10/28/15

**Sewing and Design**

**Fundamentals of Basic Sewing**
Students will learn to read and select the correct patterns. Enhance fabric knowledge and practice stitching. Participants are responsible for purchasing their own supplies.

Course #: SEWD-4000  
FEE: $50.00  
Eastern - Instructor: Canoy Simmons, Angela  
Room: TBD  
CRN: 98757, Wed 5:30PM-7:30PM  
Date: 8/26/15 - 10/28/15

**Sewing II Intermediate**
Students will learn the proper way to construct notch collars/labels, welted pockets and buttonholes with the use of fusible interfacing, vented sleeves, and inserting a lining. Students must have a thorough knowledge of Sewing Pattern Selection. Participants are responsible for purchasing their own supplies.

Course #: SEWD 4002  
FEE: $45.00  
Eastern - Instructor: Staff  
Room: TBD  
CRN: 98989, Thur 5:00PM-7:30PM  
Date: 8/15/15 - 10/15/15
Northwest Campus

Featured Continuing Education Programs:

Healthy Living/Healthy Lifestyle

New Programs/Courses:

- Weight Management
- Hypertension & Stress Management
- Vegan Lifestyle
School of Continuing Education Classes

Through our School of Continuing Education, we offer a variety of professional development programs for persons seeking new job opportunities, looking to expand current skills, licensing and certification courses, and much more! We also have hundreds of personal enrichment programs for leisure and recreation. I invite you to browse through our current CE schedule for detailed program offerings. Our dynamic lecture, workshop and seminar series brings the classroom to you! Check the Calendar of Events frequently for upcoming programs.

Arts and Crafts

Beaded Gifts
Learn how to make one-of-a-kind handcrafted, beaded gifts from beads, crystals, semi-precious stones, and findings! Participants will learn to make holidays and other occasions special by creating beaded wrap serving utensils, wine glasses and napkin rings.

Course #: CRFT-4053
FEE: $60.00
Northwest - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 90258, Tue 4:00PM-8:00PM
Date: 9/29/15 - 10/20/15

Cake Decorating for Beginners
Join us and explore the wonderful world of cake decorating! Personalize your cake for special people and special occasions. This course will teach you the basic techniques for creating a variety of cakes for birthdays, special occasions and holidays. Family and friends will be delighted with your beautifully decorated and home baked cakes! Participants are responsible for their own supplies.

Course #: CRFT-5008
FEE: $40.00
Northwest - Instructor: Marks, Joann
Room: TBD
CRN: 98134, Sat 9:30AM-12:30PM
Date: 9/12/15 - 10/17/15

Dap, Stamp and Wear It!
This course provides a fundamental working knowledge of Dapping and Stamping and wire wrapping techniques using Copper metal sheet and sterling wire. After learning how to dap and stamp metal, Students will learn a quick embellishment technique using free form wire wrapping and crystals to create a fancy rim on a stamped and dapped metal blank. This design is adaptable to different metal and beads offering a variety of design options.

Course #: CRFT-5006
FEE: $40.00
CEU's: 16.0
Northwest - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 97857, Mon 10:00AM-1:00PM
Date: 9/14/15 - 10/5/15

Fusing Fine Silver Basics
This course provides a fundamental working knowledge of Fusing Fine Silver (.999) wire and through basic techniques and projects taught in class. Students will make fun and funky chain components to add new elements to their jewelry designs. Techniques taught cover the basics of fusing and simple techniques that can be done at home safely and quickly. It’s instant gratification without the use of solder or chemicals! Additional information taught will include but not be limited to setting up a safe workstation, cutting flash jump rings, texturing metal, making a set of stackable rings, and assembling a chain made of fine silver components. Participants are responsible for purchasing their own supplies.

Course #: CRFT-5005
FEE: $40.00
Northwest - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 97856, Tue 10:00AM-1:00PM
Date: 9/1/15 - 9/22/15
**Gift Wrapping/Bow Making**

Students will learn to beautifully wrap packages with different types of paper, bows, and ribbons. Bring a sweater-size box with a lid, and create a masterpiece. Participants are responsible for their own supplies.

**Course #**: CRFT-4015  
**FEE**: $25.00  
**Northwest - Instructor**: Smith, Sena  
**Room**: TBD  
**CRN**: 90231, Sat 12:00PM-2:00PM  
**Date**: 12/5/15 - 12/5/15

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**Jewelry Bead Design-Beginner**

This class will offer a hands-on approach to Jewelry Bead Design. Participants will complete three sets of jewelry that include a necklace, a pair of earrings, and a bracelet. Participants are responsible for purchasing their own supplies.

**Course #**: CRFT-4021  
**FEE**: $30.00  
**Northwest - Instructor**: Robinson Young, Kathleen  
**Room**: TBD  
**CRN**: 90257, Tue 6:00PM-9:00PM  
**Date**: 9/1/15 - 9/22/15

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**Jewelry Bead Design-Intermediate**

Learn various techniques of stringing multiple strands of beads. Use of metal pieces, caps, closures, and pins will be covered. Participants are responsible for their supplies.

**Course #**: CRFT-4022  
**FEE**: $30.00  
**Northwest - Instructor**: Robinson Young, Kathleen  
**Room**: TBD  
**CRN**: 90260, Tue 6:00PM-9:00PM  
**Date**: 11/17/15 - 12/8/15

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**Soldered Rings**

Make Rings and Set Stones! You can do it and this class makes it easy. First learn to size and fabricate a band ring. Next, make a bezel, solder it to the band and set a stone. You will want to make a ring for every finger! Participants are responsible for their own supplies.

**Course #**: CRFT-5007  
**FEE**: $40.00  
**Northwest - Instructor**: Robinson Young, Kathleen  
**Room**: TBD  
**CRN**: 97858, Tue 10:00AM-1:00PM  
**Date**: 10/27/15 - 11/17/15

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**Beauty and Personal Enhancement**

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**The Art of Make-up: Beginner**

Learn to apply make-up during day, evening, seasonal and trendy looks. Master the techniques of skin care and personal grooming. Participants are responsible for purchasing their own supplies.

**Course #**: BPEN-4000  
**FEE**: $35.00  
**Northwest - Instructor**: Williams, LaMesa  
**Room**: TBD  
**CRN**: 94747, Mon 6:30PM-8:30PM  
**Date**: 9/14/15 - 11/16/15

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**Computer Science Technology Training**

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**Friends, Family and Facebook**

Learn how to make contact with a long lost friend or family member through the most famous social media. Facebook is the most influential way to communicate throughout the world. Participants will learn how to set-up an account, organize personal settings and protect your privacy. Let’s be friends on Facebook!

**Course #**: CSTT-5012  
**FEE**: $40.00  
**Northwest - Instructor**: Woods, Dawnita  
**Room**: TBD  
**CRN**: 98135, Sat 9:00AM-10:30AM  
**Date**: 9/12/15 - 10/10/15

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**Introduction to Smart Phones**

Participants will gain an understanding on how to access the internet, send and receive emails, download apps and games and check social networking sites, like Facebook and Twitter.

**Course #**: CSTT-5019  
**FEE**: $40.00  
**Northwest - Instructor**: Woods, Dawnita  
**Room**: TBD  
**CRN**: 98137, Sat 2:30PM-4:00PM  
**Date**: 9/12/15 - 10/10/15
**Introduction to Tablets**
Participants will gain an understanding of tablet features. The course will focus on browsing the internet, check e-mails, learn how to download, read books online, play video games, organize content and more.

**Course #: CSTT-5018**
**FEE:** $40.00
**Northwest - Instructor:** Woods, Dawnita
**Room:** TBD
**CRN:** 98138, Sat 9:00AM-12:00PM
**Date:** 10/17/15 - 11/21/15

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**Keyboarding Basics**
Today, knowing how to type is almost a necessity in the business world. More and more corporate-world employees are being asked to create reports, sales letters, business plans, blogs, web content, forecasts and more. Knowing how to type can save you hours of valuable time, increasing your productivity.

**Course #: CSTT-2014**
**FEE:** $45.00
**Northwest - Instructor:** Simmons, Sandra
**Room:** TBD
**CRN:** 90248, Sat 9:00AM-3:00PM
**Date:** 9/19/15 - 9/19/15

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**Microsoft Excel Intermediate 2013**
Participants will learn advanced features of Microsoft Excel using Microsoft certified manuals. Participants will receive instructions on how to control the screen, use functions such as sum, average, maximum, minimum, and creating charts and tables.

**Course #: CSTT-2004**
**FEE:** $65.00
**CEU’s:** 1.5
**Northwest - Instructor:** Simmons, Sandra
**Room:** TBD
**CRN:** 90250, Sat 9:00AM-12:00PM
**Date:** 11/7/15 - 12/12/15

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**Health Science**

**IV Therapy for the Health Care Professional**
This course will review anatomy and indications for IV and IO therapy. Students will be taught proper aseptic technique in starting IV and IO therapy.

**Course #: HLT-C-5027**
**FEE:** $25.00
**CEU’s:** 0.0
**Northwest - Instructor:** Green, Matthew
**Room:** TBD
**CRN:** 98789, Thur 5:00PM-8:00PM
**Date:** 12/3/15 - 12/3/15

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**Language and Culture**

**Building Your Family Tree**
This course will cover techniques using Microsoft Word and Microsoft PowerPoint for displaying your Genealogy history for presentations. You should have the basic skills of Microsoft Word and PowerPoint before registering for this course.

**Course #: ENPR-4017**
**FEE:** $40.00
**Northwest - Instructor:** Lewis-Williams, Felicia
**Room:** TBD
**CRN:** 90392, Sat 1:00PM-2:55PM
**Date:** 11/14/15 - 11/21/15

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**Find Family History on The Internet**
Students will learn how to use the Internet for family history research, identify and explore popular genealogy websites, and discover techniques for getting the most out the Internet search engines and databases.

**Course #: ENPR-4000**
**FEE:** $40.00
**Northwest - Instructor:** Lewis-Williams, Felicia
**Room:** TBD
**CRN:** 90391, Sat 1:00PM-2:55PM
**Date:** 10/17/15 - 10/31/15
**Introduction to Genealogy**
This introductory course is designed to help students discover the fundamental building blocks of Genealogy research. You will also learn how to document your family history.

**Course #: ENPR-4014**  
**FEE: $40.00**  
Northwest - Instructor: Lewis-Williams, Felicia  
Room: TBD  
CRN: 90387, Sat 1:00PM-2:55PM  
Date: 8/29/15 - 8/29/15

**Genealogy Research for Beginners**
Students will discover techniques and resources to help uncover their families history. Strategies for using research facilities and the Internet to document one's family tree will be introduced.

**Course #: ENPR-4001**  
**FEE: $40.00**  
Northwest - Instructor: Lewis-Williams, Felicia  
Room: TBD  
CRN: 90390, Sat 1:00PM-2:55PM  
Date: 9/19/15 - 10/3/15

**Genealogy: History and Research**
Students will learn how to use the Genealogy forms to abstract important information. This class is also designed for Genealogy enthusiasts who are researching their family history and would like to explore additional resources.

**Course #: ENPR-4015**  
**FEE: $40.00**  
Northwest - Instructor: Lewis-Williams, Felicia  
Room: TBD  
CRN: 90388, Sat 1:00PM-2:55PM  
Date: 9/5/15 - 9/5/15

**Genealogy: What’s in the Library**
Students will learn techniques on how to use the library to conduct their family Genealogy research.

**Course #: ENPR-4016**  
**FEE: $40.00**  
Northwest - Instructor: Lewis-Williams, Felicia  
Room: TBD  
CRN: 90389, Sat 1:00PM-2:55PM  
Date: 9/12/15 - 9/12/15

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**Music**

**Beginner Guitar**
Bring your electric guitar (with small amplifier) or your acoustic guitar. Enjoy learning how to read music and play simple melodies and chord accompaniments.

**Course #: MUSC-4023**  
**FEE: $45.00**  
Northwest - Instructor: English, Ronald  
Room: TBD  
CRN: 92039, Thur 6:30PM-8:00PM  
Date: 8/27/15 - 10/8/15

**Intermediate Guitar**
A continuation of beginning guitar; Have fun making music in a group setting, learning to play melodies and/or chords in songs specifically selected to expand your skills at your own individual pace. Skills to be developed include playing open position chords in several keys, playing bar chords, as well as reading and playing more advanced melodies and accompaniment rhythms. Prerequisite: Beginning Guitar I.

**Course #: MUSC-4025**  
**FEE: $45.00**  
Northwest - Instructor: English, Ronald  
Room: TBD  
CRN: 92040, Thur 6:30PM-8:00PM  
Date: 10/15/15 - 11/19/15

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**Professional Exams and Licensing Preparation**

**BLS For Healthcare Providers**
An American Heart Association BLS course for health care providers. Learn special resuscitation skills and how to identify heart disease risk factors. Also learn and practice CPR for infants, children and adults, and how to use an AED.

**Course #: HLTC-4000**  
**FEE: $61.00**  
CEU's: 0.8  
Northwest - Instructor: Staff  
Room: TBD  
CRN: 97851, Sat 9:00AM-3:00PM  
9/12/15 - 9/12/15
Health and Education System, Inc.
The HESI (Health Education System, Inc.) is an assessment of one's academic preparedness for college-level educational programs such as nursing. Success in programs such as nursing begins with a solid foundation in Reading, Math, Science, English and Language Usage. Students applying for admission to the nursing program at Wayne County Community College District will be required to pass the HESI Test.

Course #: PELP-4006
FEE: $40.00
Northwest - Instructor: Staff
Room: TBD
CRN: 90264, Thu 9:00AM-12:00PM
Date: 8/27/15 - 8/27/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90265, Fri 9:00AM-12:00PM
Date: 8/28/15 - 8/28/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90266, Thu 9:00AM-12:00PM
Date: 9/10/15 - 9/10/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90267, Fri 9:00AM-12:00PM
Date: 9/11/15 - 9/11/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90268, Thu 9:00AM-12:00PM
Date: 9/17/15 - 9/17/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90269, Fri 9:00AM-12:00PM
Date: 9/25/15 - 9/25/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90270, Fri 9:00AM-12:00PM
Date: 10/9/15 - 10/9/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90271, Thu 9:00AM-12:00PM
Date: 10/15/15 - 10/15/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90272, Fri 9:00AM-12:00PM
Date: 10/23/15 - 10/23/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90273, Thu 9:00AM-12:00PM
Date: 10/29/15 - 10/29/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90274, Fri 9:00AM-12:00PM
Date: 11/6/15 - 11/6/15

Nursing Information Overview
This course is designed for students with an interest in Nursing. Participants will gain some insight into the field of Nursing and the expectations of the students aspiring admission into the Nursing Program. In this course, we will discuss the aspects of required program testing, all admission criteria, transfer policies and procedures, program progression, and the most up to date information on the application process for Nursing. This course is a mandatory requirement for all students planning admission into Nursing.

Course #: PELP-4007
Northwest - Instructor: Staff
Room: TBD
CRN: 90326, Mon 3:00PM-4:30PM
Date: 9/14/15 - 9/14/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90327, Mon 3:00PM-4:30PM
Date: 10/12/15 - 10/12/15
Northwest - Instructor: Staff
Room: TBD
CRN: 98146, Mon 3:00PM-4:30PM
Date: 11/9/15 - 11/9/15
Northwest - Instructor: Staff
Room: TBD
CRN: 90329, Mon 3:00PM-4:30PM
Date: 12/7/15 - 12/7/15
Sewing and Design

Craft Sewing
Students will learn how to make hats with different colors and fabrics. Participants are responsible for purchasing their own supplies.

Course #: SEWD-4051
FEE: $40.00
Northwest - Instructor: Cunningham, Ophelia
Room: TBD
CRN: 92047, Wed 5:30PM-8:30PM
Date: 8/26/15 - 9/9/15

Fundamentals of Basic Sewing
Students will learn to read and select the correct patterns. Enhance fabric knowledge and practice stitching. Participants are responsible for purchasing their own supplies.

Course #: SEWD-4000
FEE: $50.00
Northwest - Instructor: Cunningham, Ophelia
Room: TBD
CRN: 90240, Sat 9:00AM-12:00PM
Date: 9/5/15 - 11/7/15

Introduction to Tailoring Techniques
An introduction to tailoring and fitting techniques for men and women in the alteration world. Emphasis will be on necessary requirements of becoming a tailor or fitter in today’s marketplace. Students are responsible for purchasing their own supplies.

Course #: SEWD-4004
FEE: $50.00
Northwest - Instructor: Cunningham, Ophelia
Room: TBD
CRN: 90239, Tue 6:00PM-8:00PM
Date: 9/1/15 - 11/3/15

Sewing II
Students will learn the proper way to construct notch collars/labels, welted pockets and buttonholes with the use of fusible interfacing, vented sleeves, and inserting a lining. Students must have a thorough knowledge of Sewing Pattern Selection. Participants are responsible for purchasing their own supplies.

Course #: SEWD-4002
FEE: $45.00
Northwest - Instructor: Cunningham, Ophelia
Room: TBD
CRN: 90236, Sat 1:00PM-3:00PM
Date: 9/5/15 - 11/7/15
Western Campus

9555 Haggerty
Belleville, MI 48111

Campus Information
734-699-7008
www.wcccd.edu

HOURS OF OPERATION:
Monday-Thursday . . . . . .7:30 am-10:00 pm
Friday . . . . . . . . . . . . . . . . . . . . . 7:30 am-4:30 pm
Saturday . . . . . . . . . . . . . . . . . . . . . 7:30 am-3:00 pm

Western Campus
Featured
Continuing Education
Programs:
Living Green &
Home Efficiency

New Programs/Courses:
• Recycling 101
• Energy Auditor
School of Continuing Education Classes

Through our School of Continuing Education, we offer a variety of professional development programs for persons seeking new job opportunities, looking to expand current skills, licensing and certification courses, and much more! We also have hundreds of personal enrichment programs for leisure and recreation. I invite you to browse through our current CE schedule for detailed program offerings. Our dynamic lecture, workshop and seminar series brings the classroom to you! Check the Calendar of Events frequently for upcoming programs.

Arts and Crafts

Bead Weaving for Jewelers
An introduction to creating elegant jewelry through bead weaving. No prior bead weaving experience is required. Students will have the opportunity to learn various bead stitches, such as Peyote, Herringbone, Right Angle Weave, Brick stitch and Ladder stitch. Using these basic stitches, each student will create earrings, bracelets or necklaces. Participants are responsible for their own supplies.

Course #: CRFT-5025  
FEE: $50.00  
Western - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 98876, Fri 10:00AM-12:00PM  
Date: 10/16/15 - 12/11/15

Jewelry Bead Design-Beginner
This class will offer a hands-on approach to Jewelry Bead Design. Participants will complete three sets of jewelry that include a necklace, a pair of earrings, and a bracelet. Participants are responsible for purchasing their own supplies.

Course #: CRFT-4021  
FEE: $30.00  
Western - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 90206, Fri 10:00AM-11:55AM  
Date: 9/11/15 - 10/9/15

Beaded Gifts
Learn how to make one-of-a-kind handcrafted, beaded gifts from beads, crystals, semi-precious stones, and findings! Participants will learn to make holidays and other occasions special by creating beaded wrap serving utensils, wine glasses and napkin rings.

Course #: CRFT-4053  
FEE: $60.00  
Western - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 90205, Fri 12:00PM-1:55PM  
Date: 9/11/15 - 10/23/15

Jewelry Bead Design-Intermediate
Learn various techniques of stringing multiple strands of beads. Use of metal pieces, caps, closures, and pins will be covered. Participants are responsible for their supplies.

Course #: CRFT-4022  
FEE: $30.00  
Western - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 90207, Fri 12:00PM-2:00PM  
Date: 10/30/15 - 12/11/15

Computer Science

Technology Training

Computer Repair-Beginner
Students will learn the fundamentals of basic computer repair peripherals, trouble shooting operating systems, software conflicts, system hazards, and memory issues.

Course #: CSTT-3000  
FEE: $80.00  
CEU's: 4.5  
Western - Instructor: Scibilia, Gaspare  
Room: TBD  
CRN: 90200, Thur 10:00AM-1:00PM  
Date: 8/27/15 - 12/10/15
**Skilled Trades**

**Small Engine Repair**

Students will learn the skills necessary to tear down and assemble a small air-cooled engine for both two and four cycles. Students will analyze Briggs and Stratton, Tecumseh, Kohler lawn mowers, garden tractors, tillers, and mini bike engines.

**Course #:** SKTR-1003  
**FEE:** $145.00  
**CEU's:** 4.5  
**Western - Instructor:** Gibbons, Sharleen  
**Room:** TBD  
**CRN:** 90190, Wed 6:00PM-9:00PM  
**Date:** 8/26/15 - 12/9/15

**Western - Instructor:** Gibbons, Sharleen  
**Room:** TBD  
**CRN:** 90191, Thur 6:00PM-9:00PM  
**Date:** 8/27/15 - 12/10/15

**Western - Instructor:** Gibbons, Sharleen  
**Room:** TBD  
**CRN:** 90192, Sat 12:00PM-3:00PM  
**Date:** 8/29/15 - 12/12/15
Mary Ellen Stempfle
University Center
Featured
Continuing Education
Programs:
Computer Science
Technology

Courses:
• Computing Fundamentals: IC3 Part I
• Key Applications: IC3 Part II
• Living Online: IC3 Part III
School of Continuing Education Classes

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Course #: CRFT-4053
FEE: $60.00
University Center - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 98722, Sat 10:00AM-11:55AM
Date: 9/26/15 - 11/14/15

Introduction to Wire Working-Bracelets
Participants will learn key elements and basic wire working techniques to make bracelets. The components that will be used include: headpins, jump rings, eye pins, clasps, ear wires and dangle charms. Participants are responsible for their own supplies.
Course #: CRFT-4091
FEE: $55.00
University Center - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 98723, Sat 12:00PM-1:55PM
Date: 9/26/15 - 12/5/15

Computer Science Technology Training

Computing Fundamentals: IC3 Part I
This course will introduce participants to the essential basics of computer knowledge. This hands-on course is the first in a three-part series.
Course #: CSTT-1329
FEE: $60.00
CEU's: 1.0
University Center - Instructor: Wheatley, Christopher
Room: TBD
CRN: 90055, Mon 5:00PM-7:25PM
Date: 9/28/15 - 10/19/15

Introduction to Smart Phones
Participants will gain an understanding on how to access the internet, send and receive emails, download apps and games and check social networking sites, like Facebook and Twitter.
Course #: CSTT-5019
FEE: $40.00
University Center - Instructor: Staff
This course is scheduled at the Mary Ellen Stempfle University Center - Center for Distance Learning
Room: TBD
CRN: 98728, Mon 5:00PM-7:55PM
Date: 10/5/15 - 10/12/15
### Introduction to Tablets
Participants will gain an understanding of tablet features. The course will focus on browsing the internet, check e-mails, learn how to download, read books online, play video games organize content and more.

**Course #: CSTT-5018**  
**FEE:** $40.00  
**University Center - Instructor:** Staff

This course is scheduled at the Mary Ellen Stemple University Center - Center for Distance Learning

**Room:** TBD  
**CRN:** 98729, **Mon 5:00PM-7:55PM**  
**Date:** 10/19/15 - 10/26/15

### Key Applications: IC3 Part II
This course will introduce participants to key computer applications: word processing and spreadsheet functions. This hands-on course is the second component in a three-part series.

**Course #: CSTT-1330**  
**FEE:** $60.00  
**CEU’s:** 1.0  
**University Center - Instructor:** Wheatley, Christopher

**Room:** TBD  
**CRN:** 90057, **Mon 5:00PM-7:25PM**  
**Date:** 10/26/15 - 11/16/15

**University Center - Instructor:** Wheatley, Christopher

**Room:** TBD  
**CRN:** 98725, **Sat 1:00PM-3:25PM**  
**Date:** 10/24/15 - 11/14/15

### Living Online: IC3 Part III
This course will introduce participants to the Internet and all its functions. This hands-on course is the third and final component in a three-part series.

**Course #: CSTT-1340**  
**FEE:** $60.00  
**CEU’s:** 1.0  
**University Center - Instructor:** Wheatley, Christopher

**Room:** TBD  
**CRN:** 90059, **Mon 5:00PM-7:25PM**  
**Date:** 11/23/15 - 12/14/15

**University Center - Instructor:** Wheatley, Christopher

**Room:** TBD  
**CRN:** 98726, **Sat 1:00PM-3:25PM**  
**Date:** 11/21/15 - 12/12/15

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### Dance

#### Ballroom Dancing
This course is designed to teach students basic steps of ballroom dancing. Students will also learn hand and foot coordination, posture, basic turns and spins.

**Course #: DANC-4014**  
**FEE:** $50.00  
**University Center - Instructor:** Smith, Kevin

**Room:** TBD  
**CRN:** 90069, **Sat 12:00PM-1:55PM**  
**Date:** 9/26/15 - 11/7/15

#### Egyptian Belly Dancing-Beginner
Students will dance to the music and rhythm of the Middle East by learning various movements while strengthening individual muscle groups. Get a firmer figure, relieve tension and become more flexible.

**Course #: DANC-4000**  
**FEE:** $40.00  
**University Center - Instructor:** Carr, Stephanie

**Room:** TBD  
**CRN:** 90066, **Sat 9:00AM-10:55AM**  
**Date:** 9/26/15 - 12/5/15

#### Hustle
Participants will learn the steps of the Hustle. it’s easy, it’s fun and everyone is doing it.

**Course #: DANC-4012**  
**FEE:** $40.00  
**University Center - Instructor:** Smith, Kevin

**Room:** TBD  
**CRN:** 94663, **Sat 2:00PM-3:55PM**  
**Date:** 9/26/15 - 11/7/15

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### Language and Culture

#### Spanish For the Traveler
This is an introduction to practical conversational Spanish. Students will discover how to say and comprehend many expressions used in everyday Spanish. Use common phrases of greeting, introduction, and complimenting others; practice giving directions, asking for clarification, making small talk, and much more.

**Course #: LANG-4008**  
**FEE:** $40.00  
**University Center - Instructor:** Dominguez, Maria

**Room:** TBD  
**CRN:** 90062, **Sat 10:00AM-11:55AM**  
**Date:** 9/26/15 - 12/5/15
Physical Fitness and Sports

Hatha Yoga-Beginner
Students will learn to build on their flexibility, strength, and health. Course includes breathing and visualization techniques for maintaining your health. Please bring a thick mat, wear loose clothes, and don’t eat two hours before class.

Course #: PEDU-4007
FEE: $45.00
University Center - Instructor: Golden, Susan
Room: TBD
CRN: 97902, Sat 11:00AM-12:55AM
Date: 9/26/15 - 11/14/15

Sewing and Design

Fundamentals of Basic Sewing
Students will learn to read and select the correct patterns. Enhance fabric knowledge and practice stitching. Participants are responsible for purchasing their own supplies.

Course #: SEWD-4000
FEE: $50.00
University Center - Instructor: Simmons, Sandra
Room: TBD
CRN: 98721, Fri 9:00AM-10:55AM
Date: 9/25/15 - 12/11/15
Continuing Education Registration Form - Fall 2015

Please use one registration form per student. Feel free to duplicate this form as needed.

<table>
<thead>
<tr>
<th>Student Category</th>
<th>New Student</th>
<th>Returning Student</th>
</tr>
</thead>
<tbody>
<tr>
<td>ID Number*</td>
<td></td>
<td>Date of Birth</td>
</tr>
</tbody>
</table>

Last Name (Please Print)  First Name

Applicant Signature or Parent's Signature if a Minor

Forms with no signature are incomplete and WILL NOT be processed.

Date

Address

City  State  Zip

Home Phone  Alternate Phone  Do you reside in Wayne County?

☐ Yes  ☐ No

Email Address

Course Number  CRN Number  Course Title  Campus  Cost

Grand Total

The Motorcycle Safety program requires pre-registration at any campus. No mail or fax-in registration will be accepted.

For sport related camps/classes, a liability waiver form must be signed.

Return Check Policy

Students are liable for all amounts pertaining to any bank rejected checks, which includes but is not necessarily limited to the following: The amount of the rejected check, A $20 District service fee for NSF (bad check) processing, A $20 deferred fee Charges assessed by the external check guarantee company utilized by the district.

All checks written to the college are verified by an external check guarantee agency. All returned checks are subject to the agency’s collection fees.

Stop payment of check does not initiate cancellation of classes. You must officially withdraw from your classes.

Payment method must accompany form. PLEASE DO NOT SEND CASH!

(all checks must have the driver's license number and telephone number of the signer of the check written on the check.)

☐ Check/Money Order  ☐ American Express  ☐ Discover  ☐ MasterCard  ☐ VISA

Account No.  Expiration Date

Card Holder Signature

* -The college will use your social security number for recordkeeping, identification, and billing. At your request (and if you are not currently on our system under your social security number), the college will assign another number for these purposes

Fax: Fax form to (313) 962-1643.

Mail: -Mail form to Wayne County Community College District, Mail Registration-C.E., P.O. Box 32557, Detroit MI 48232-0557.

Walk: -Register in person at any of our five campus locations. See the back of the schedule for location details.

Optional Section: Not considered in determining admissibility. Federally required

reporting information:  Sex: ☐ Male  ☐ Female  Marital Status: ☐ Married  ☐ Single

☐ African-American (non Hispanic)  ☐ American Indian-Native Alaskan  ☐ Arabic

☐ Asian-Pacific Islander  ☐ Caucasian (non Hispanic)  ☐ Hispanic  ☐ Other  ☐ Prefer not to respond

Wayne County Community College District (WCCCD), pursuant to the requirements of Titles VI and VII of the Civil Rights Act of 1964, Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Viet Nam–Era Veterans Readjustment Act of 1974, The Elliot-Larsen Civil Rights Act, Executive Order 11246 and Title II of the Americans with Disability Act (ADA) complies with all Federal and State laws and regulations prohibiting discrimination and with all requirements and regulations of the U.S. Department of Education. It is the policy of WCCCD that no person, on the basis of race, color, religion, national origin, age, sex, height, weight, marital status, disability, or political affiliation or belief, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in employment or in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education. (Policy adopted by the Wayne County Community College District Board of Trustees, July 28, 1993)
WAYNE COUNTY COMMUNITY COLLEGE DISTRICT
EMERGENCY MEDICAL TREATMENT RELEASE - ADULT FORM

I, __________________________________________ hereby authorize emergency medical treatment for myself. I understand that this treatment will be administered by a qualified and licensed healthcare professional when, in the opinion of the attending healthcare professional, undue delay may endanger my life, or cause disfigurement, physical impairment, or unreasonable discomfort. This authority is granted only after a reasonable effort to reach my emergency contact at the contact numbers provided below has failed.

Emergency Contact #: ___________________________ (Please indicate type of #; i.e. mobile/pager)
Secondary Contact #: ___________________________ (Please indicate type of #; i.e. mobile/pager)

1. Please list any allergies, medications, contact lenses, or any other pertinent information that may affect the level or type of care that might be required.

____________________________________________________________________________
________________________________________________________________

2. Family Physician contact information

Physician's name: _______________________________ Phone: __________________
Physician's address: _______________________________________________________

3. Health Insurance Data

Enrolled Member: ______________________________
Employer: _______________________________ Policy: __________________
Group: _______________________________ Contract: _______________________________

This release form is completed and signed of my own free will for the sole purpose of authorizing medical treatment under emergency circumstances.

_________________________________________ ______________________________
Printed Name of Participant Date

______________________________
Signature
WAYNE COUNTY COMMUNITY COLLEGE DISTRICT

WAIVER AND RELEASE OF LIABILITY - ADULT FORM

I, ______________________, hereby consent to my participation in the Wayne County Community College District “____________________________________” (class). I understand that I will be under the care of qualified staff members and that participation in the class may involve strenuous activity. In consideration of the acceptance of myself into this class, I agree to indemnify and hold harmless Wayne County Community College District and its authorized representatives, specifically including any caregivers, from any and all claims, including negligence which may be directly or indirectly related to my participation in class. I also acknowledge that I have informed Program personnel of any special medical or physical needs that I may require, prior to executing this agreement.

_________________________________________ ____________________
Signature Date
Wayne County Community College District’s School of Continuing Education offers SCECH’s Online!!
K-12 Teachers and Administrators

Professional development for educators is an online series designed by ed2go for K-12 teachers and administrators. Classes begin each month and you can earn 2.4 State Continuing Education Clock hours per class.

*State Continuing Education Clock Hours (Formerly SB-CEUs)

Cost: $100  2.4 CEUs/24 contact hours

Teachers/K-12 Educators

- New- Blogging and Podcasting for Beginners
- New - Teaching Smarter w/Smart Boards
- New - Teaching Students with ADHD
- New - Teaching Writing Grds. K-3
- New - Singapore Math Strategies: Model Drawing for Grades 1-6
- New - Singapore Math Strategies: Number Sense
- Creating a Classroom Website
- Creating K-12 Learning Materials
- Creating the Inclusive Classroom
- Grammar Refresher
- Handling Medical Emergencies
- Leadership
- Math Refresher
- Ready. Set, Read!
- Solving Classroom Discipline Problems
- Solving Classroom Discipline Problems II
- Teaching Students with Autism
- Understand Adolescents
- Working w/ Learning Disabled Student
- Survival Kit for New Teachers

For a complete list of courses and additional information visit www.ed2go.com/wcccd
For questions call Ms. Melodie Bunkley 313-496-2704
The Credentialing Center provides services to organizations, professionals and the community at-large, including test development, administer of national certification, measurement services, and professional certification both locally and nationally. Credentialing exams are offered online and face-to-face. Start or advance your career with credentials that document and verify your professional skills, knowledge and experience.

<table>
<thead>
<tr>
<th>Continuing Education and Preparation</th>
<th>Professional Licensing</th>
<th>Health and Safety Preparation</th>
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</thead>
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<tr>
<td>State Continuing Clock Hours (formerly SBCEUs)</td>
<td>National Electrical Code</td>
<td>Hobet Assessment</td>
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<tr>
<td>Certified Project Management</td>
<td>Refrigerant Transition and Recovery Certification (EPA)</td>
<td>BLS for Healthcare Provider</td>
</tr>
<tr>
<td>National Retail Federation</td>
<td>National Institute of Metal Working Skills (NIMS)</td>
<td>Motorcycle Safety</td>
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<tr>
<td>Pre-Licensing Wiring</td>
<td>Microsoft IT Academy</td>
<td>Firefighter I &amp; II</td>
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<tr>
<td>Work Keys (ACT)</td>
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<tr>
<td>Real Estate License Preparation</td>
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<tr>
<td>Realtors Six Hour Continuing Ed.</td>
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</tbody>
</table>

For more information, please contact the School of Continuing Education at 313-496-2704 or mbunke1@wcccd.edu
Wayne County Community College District’s (WCCCD), Heinz C. Prechter Educational and Performing Arts Center (EPAC) offers vibrant and diverse programs to the community. The EPAC facility supports WCCCD students and faculty, the arts and community organizations. It features a range of the District’s student achievement ceremonies, community enrichment activities and unique live entertainment and art exhibits. The EPAC theatre, gallery and conference rooms are also available for community rentals.

For information on District events, upcoming shows, community events and facility rentals visit www.wcccd.edu/about/PerformingArtsCenter.htm