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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DOWNTOWN CAMPUS

WCCCD Author Series
April 2015

This seminar will showcase faculty and staff at WCCCD who are published authors. They will provide excerpts from their books and tips on publishing. A representative from a publishing company will facilitate a workshop on how to publish your own book and the steps involved to do so.

DOWNRIVER CAMPUS

Performers Expo
February 27, 2016

The District’s Heinz C. Prechter Educational and Performing Arts Center will host the Sixth Annual Performer’s Expo in February. Performers will be given the opportunity to perform in front of Detroit-area talent-buyers from various venues and festivals. The performances are open to the public. In addition, an educational workshop for performers will be conducted by NKSK Events.

EASTERN CAMPUS

African Explosion
February 2016

Students, staff and faculty will dress in African attire representing Black History Month. Traditional Liberian foods, music, and an African dance ensemble performed by the campus staff will be part of the days event. In closing the campus staff, students and faculty will perform the Liberian “Grand March” dance.

NORTHWEST CAMPUS

Technology Literacy Fair
May 2015

This seminar is designed to bridge the digital divide, and take the fear out of using technical devices in everyday living, and inspire participants to become “high tech savvy” with ease. Professionals in the field will facilitate presentations, demonstrations and interactive breakout sessions. Vendor informational displays from several different local businesses, organizations and agencies will further illustrate the benefits of technology.

WESTERN CAMPUS

Diabetes Today and Tomorrow
May 14, 2016

Diabetes Today and Tomorrow is designed to inform and commit to keeping individuals with diabetes healthy and reducing the burden of living with diabetes. The goal is to focus on learning about better treatment(s), a cure and preventing Type 1 Diabetes. This will be a fun-filled day reinforcing the importance of diabetes self-management.

Please call 313-496-2704 for specific event dates and times
Important Dates to Remember

Spring 2016

Monday, January 11, 2016 ..........Classes Begin
Monday, January 18, 2016 ..........Martin Luther King Holiday (College Closed)
March 25 - April 7, 2016 ..........Spring Break (No Classes)
Monday, May 2, 2016 ..........Classes End

Registration Hours Walk-In and Online

November 20, 2015 - January 11, 2016
On Campus
Monday - Thursday .8:30 a.m. – 7:00 p.m.
Friday .................8:30 a.m. – 4:30 p.m
Saturday, Dec. 5, 12, Jan. 9
.........................9:00 a.m. - 3:00 p.m.

December 18, 2015 - January 4, 2016
Online Registration 24/7 Only

Final Walk-In Registration Hours

January 5-11, 2016
On Campus and Online 24/7
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.

WCCCD is closed on the following dates:
December 18, 2015 through January 4, 2016

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

SUMMER 2016

Classes begin on Monday, June 13, 2016

Please check our website www.wcccd.edu
for summer registration dates.
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.
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 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.
EXCITING NEW PROGRAMS for FALL 2016

- Public Speaking: Speaking with Confidence
- Cloud Computing
- Swimming for Adults
- Stock Market I & II
- Women’s Self Defense

Silver Circle
- Senior Chorus
- Staying Mentally Sharp for Older Adults
- Writing your Memoirs

For information call (313) 496-2704 or visit www.wcccd.edu
ADMINISTRATIVE OFFICE MANAGEMENT CERTIFICATE

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: 40789, Tue 5:30PM-8:30PM
Date: 1/12/16 - 2/9/16

Leadership and Supervision
Participants will review, 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: 40793, Mon,Wed 5:30PM-8:30PM
Date: 1/20/16 - 1/25/16

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: 40792, Mon,Wed 5:30PM-8:30PM
Date: 1/11/16 - 1/13/16

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: 40795, Mon,Wed 5:30PM-8:30PM
Date: 2/3/16 - 2/15/16

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: 40794, Mon,Wed 5:30PM-8:30PM
Date: 1/27/16 - 2/1/16

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: 40791, Tue 5:30PM-8:30PM
Date: 3/22/16 - 4/26/16

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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 #: AOMC-4004
FEE: $65.00
CEU’s: 1.5
Downtown - Instructor: Hudson, Wanda
Room: TBD
CRN: 40790, Tue 5:30PM-8:30PM
Date: 2/16/16 - 3/15/16
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: 40796, Sat 9:00AM-12:00PM
Date: 1/16/16 - 2/13/16

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: 40797, Sat 9:00AM-12:00PM
Date: 2/20/16 - 3/19/16

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: 40798, Sat 9:00AM-12:00PM
Date: 4/2/16 - 4/30/16

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: 40799, Sat 12:00PM-3:00PM
Date: 4/2/16 - 4/30/16

Wayne County Community College District – Spring 2016
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CERTIFICATE PROGRAMS
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**
**Downriver - Instructor: Bolton, Diane**
**Room: TBD**
**CRN: 40779, Tue,Thur 6:00PM-9:00PM**
**Date: 1/12/16 - 1/26/16**
**Downtown - Instructor: Norman Hill, Shelly**
**Room: TBD**
**CRN: 40800, Fri 9:00AM-1:00PM**
**Date: 1/15/16 - 2/5/16**
**Northwest - Instructor: McNeil, Randy**
**Room: TBD**
**CRN: 40847, Tue,Thur 9:00AM-12:00PM**
**Date: 1/26/16 - 2/9/16**

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**
**Downriver - Instructor: Bolton, Diane**
**Room: TBD**
**CRN: 40781, Tue,Thur 6:00PM-9:00PM**
**Date: 2/16/16 - 3/1/16**
**Downtown - Instructor: Norman Hill, Shelly**
**Room: TBD**
**CRN: 40802, Fri 9:00AM-1:00PM**
**Date: 3/11/16 - 4/8/16**
**Northwest - Instructor: McNeil, Randy**
**Room: TBD**
**CRN: 40848, Tue,Thur 9:00AM-12:00PM**
**Date: 3/1/16 - 3/15/16**

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**
**Downriver - Instructor: Winston, Gwendolyn**
**Room: TBD**
**CRN: 40782, Tue,Thur 6:00PM-9:00PM**
**Date: 3/3/16 - 4/5/16**
**Downtown - Instructor: Norman Hill, Shelly**
**Room: TBD**
**CRN: 40803, Fri 9:00AM-4:30PM**
**Date: 4/15/16 - 4/29/16**
**Northwest - Instructor: Winston, Gwendolyn**
**Room: TBD**
**CRN: 40849, Tue,Thur 9:00AM-12:00PM**
**Date: 3/17/16 - 4/14/16**

**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.**
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: Bronaugh, Tanisha
Room: TBD
CRN: 40819, Sat 9:00AM-12:00PM
Date: 1/16/16 - 1/23/16

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: Bronaugh, Tanisha
Room: TBD
CRN: 40820, Sat 9:00AM-12:00PM
Date: 1/30/16 - 2/13/16

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: Bronaugh, Tanisha
Room: TBD
CRN: 40821, Sat 9:00AM-12:00PM
Date: 2/20/16 - 3/5/16

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: Bronaugh, Tanisha
Room: TBD
CRN: 40822, Sat 9:00AM-12:00PM
Date: 3/12/16 - 4/2/16
NEW **ILLUSTRATOR CERTIFICATE**

**Program Overview:** The Illustration Certificate is designed for students learning more about the field of illustration, for artists, designers, and working professionals looking to combine illustration with related art and design practices, and for those wishing to build portfolios for application.

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

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**Illustrator 1: Introduction**
Participants in this course will learn the ins and outs of vector illustration, including basic shape rendering, shading how to manage your workspace, beginning color theory and Typography. Prerequisites: Familiarity with computers. All participants must have a USB flash drive.

**Course #:** CSTT-5029  
**FEE:** $110.00  
**CEU’s:** 1.0  
**University Center - Instructor:** Bronaugh, Tanisha  
**Room:** TBD  
**CRN:** 40904, Thur 5:00PM-7:30PM  
**Date:** 1/21/16 - 2/11/16

**Illustrator 2: Novice**
Participants in this course will learn how to integrate textures into your digital designs and explore perspective drawing to add depth to various designs. Prerequisites: Illustrator 1. All participants must have a USB flash drive.

**Course #:** CSTT-5030  
**FEE:** $110.00  
**CEU’s:** 1.0  
**University Center - Instructor:** Bronaugh, Tanisha  
**Room:** TBD  
**CRN:** 40905, Thur 5:00PM-7:30PM  
**Date:** 2/18/16 - 3/10/16

**Illustrator 3: Intermediate**
Participants in this course will learn to design eye-catching vector graphics, create and edit illustrations exhibiting line and shape, shading and depth. Create libraries of patterns and custom colors will also be explored. Prerequisites: Illustrator 2. All participants must have a USB flash drive.

**Course #:** CSTT-5031  
**FEE:** $110.00  
**CEU’s:** 1.0  
**University Center - Instructor:** Bronaugh, Tanisha  
**Room:** TBD  
**CRN:** 40906, Thur 5:00PM-7:30PM  
**Date:** 3/17/16 - 4/7/16

**Illustrator 4: Advanced**
Participants in this course will learn to create vector logos, in addition to designing advertisements using appropriate typography, drawing tools. Prerequisites: Illustrator 3. All participants must have a USB flash drive.

**Course #:** CSTT-5032  
**FEE:** $110.00  
**CEU’s:** 1.0  
**University Center - Instructor:** Bronaugh, Tanisha  
**Room:** TBD  
**CRN:** 40907, Thur 5:00PM-7:30PM  
**Date:** 4/14/16 - 4/28/16
CERTIFICATE PROGRAMS

MOBILE APPLICATION DEVELOPER CERTIFICATE

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: $35.00  
Western - Instructor: Nelson, Rodney  
Room: TBD  
CRN: 40867, Sat  9:00AM-2:00PM  
Date: 1/23/16 - 2/6/16

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: 40868, Sat  9:00AM-2:00PM  
Date: 2/13/16 - 3/5/16

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: 40869, Sat  9:00AM-2:00PM  
Date: 3/12/16 - 3/26/16

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: 40871, Sat  9:00AM-2:00PM  
Date: 4/2/16 - 4/23/16
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: McNeil, Randy
Room: TBD
CRN: 40808, Fri 1:00PM-2:30PM
Date: 1/15/16 - 2/12/16
Downtown - Instructor: Norman Hill, Shelly
Room: TBD
CRN: 40813, Sat 9:00AM-1:00PM
Date: 2/6/16 - 2/13/16

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: 40812, Sat 9:00AM-3:00PM
Date: 2/20/16 - 2/27/16

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: 40809, Fri 1:00PM-3:00PM
Date: 2/19/16 - 2/19/16

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: 40810, Fri 1:00PM-2:30PM
Date: 2/26/16 - 4/1/16

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: 40811, Fri 2:30PM-4:30PM
Date: 4/15/16 - 4/15/16

Steps to Successful Fund Raising
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: 40814, Sat 9:00AM-3:00PM
Date: 1/23/16 - 1/23/16
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: 40872, Mon,Wed 6:00PM-9:00PM
Date: 1/11/16 - 1/27/16

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: 40873, Mon,Wed 6:00PM-9:00PM
Date: 2/1/16 - 2/29/16

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: 40874, Mon,Wed 6:00PM-9:00PM
Date: 3/2/16 - 4/6/16

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: 40875, Mon,Wed 6:00PM-9:00PM
Date: 4/11/16 - 4/25/16
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: Bronaugh, Tanisha
Room: TBD
CRN: 40823, Sat 12:00PM-3:00PM
Date: 1/16/16 - 1/23/16

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: Bronaugh, Tanisha
Room: TBD
CRN: 40824, Sat 12:00PM-3:00PM
Date: 1/30/16 - 2/13/16

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: Bronaugh, Tanisha
Room: TBD
CRN: 40825, Sat 12:00PM-3:00PM
Date: 2/20/16 - 3/5/16

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, patterns, 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: Bronaugh, Tanisha
Room: TBD
CRN: 40826, Sat 12:00PM-3:00PM
Date: 3/12/16 - 4/2/16
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
FE fee: $40.00
CEU's: 1.0
Downtown - Instructor: Clayton III, Emanuel
Room: TBD
CRN: 40827, Thur 5:30PM-8:30PM
Date: 1/14/16 - 1/28/16

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
FE fee: $40.00
CEU's: 1.0
Downtown - Instructor: Clayton III, Emanuel
Room: TBD
CRN: 40829, Thur 5:30PM-8:30PM
Date: 3/17/16 - 3/31/16

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
FE fee: $40.00
CEU's: 1.0
Downtown - Instructor: Clayton III, Emanuel
Room: TBD
CRN: 40829, Thur 5:30PM-8:30PM
Date: 2/4/16 - 2/18/16

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
FE fee: $40.00
CEU's: 1.0
Downtown - Instructor: Clayton III, Emanuel
Room: TBD
CRN: 40830, Thur 5:30PM-8:30PM
Date: 3/17/16 - 3/31/16
**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:** 40815, Tue, Thur  5:30PM-7:30PM  
- **Date:** 1/12/16 - 2/4/16

**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:** 40817, Tue, Thur  5:30PM-7:30PM  
- **Date:** 3/8/16 - 4/7/16

**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:** 40816, Tue, Thur  5:30PM-7:30PM  
- **Date:** 2/9/16 - 3/3/16

**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:** 40818, Tue, Thur  5:30PM-8:30PM  
- **Date:** 4/12/16 - 4/26/16
NEW VIDEO GAME DESIGN AND ANIMATION CERTIFICATE

Program Overview: The purpose of this program to provide a solid foundation in the fundamental skills that are generally required to meet the needs of the video game design, animation and programming field. Instruction will cover game production, character development, digital storytelling and environmental design. Topics will include modeling, digital imaging, 2D development, 3D animation, material, texture and light design.

Character Development
This course provides a foundation for the process of designing characters for video games. Participants will learn about digital imaging, character anatomy and 2D character development.
Course #: CSTT-5034
FEE: $100.00
CEU’s: 1.0
Northwest - Instructor: Dryovage, Henry
Room: TBD
CRN: 40909, Mon, Wed 5:00PM-6:30PM
Date: 2/22/16 - 3/9/16

Environmental Design
This course provides a foundation for designing environments for video games. Participants will learn about 3D modeling for games, interior spaces/exterior worlds, material, texture and light design.
Course #: CSTT-5036
FEE: $100.00
CEU’s: 1.2
Northwest - Instructor: Dryovage, Henry
Room: TBD
CRN: 40911, Mon, Wed 5:00PM-6:30PM
Date: 4/25/16 - 5/11/16

Digital Storytelling
This course provides a foundation for the process of using digital tools to tell a story. Participants will learn about game physics, 3D animation, primary and secondary expression.
Course #: CSTT-5035
FEE: $100.00
CEU’s: 1.6
Northwest - Instructor: Dryovage, Henry
Room: TBD
CRN: 40910, Mon, Wed 5:00PM-6:30PM
Date: 3/21/16 - 4/13/16

Game Production
This course provides a foundation for understanding the process of creating and implementing art for video games. Participants will learn about modeling and animation for games.
Course #: CSTT-5033
FEE: $100.00
CEU’s: 1.2
Northwest - Instructor: Dryovage, Henry
Room: TBD
CRN: 40908, Mon, Wed 5:00PM-6:30PM
Date: 1/25/16 - 2/10/16
**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

**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

**Northwest - Instructor:** Barbar, LaTonya  
**Room:** TBD

**CRN:** 34537, Mon  5:00PM-7:00PM  
**Date:** 1/25/16 - 4/25/16

**University Center - Instructor:** Barbar, LaTonya  
**Room:** TBD

**CRN:** 39893, Tue  5:00PM-6:55PM  
**Date:** 1/19/16 - 4/12/16

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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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**How to Become a Consultant**

Are you ready to be compensated for your knowledge and achievements? Find out how to design and implement a consulting practice where you are the business! Get a step-by-step approach so you can label yourself an expert in your niche field. Learn how to market and promote your service, manage yourself, get clients, set fees, and create a consultant’s toolbox. Write a letter of agreement and a proposal. Learn the simple tools you need to establish yourself as a paid consultant. Deliver integrated client solutions and achieve the expected results.

**Course #: BUSN-4010**

**FEE:** $40.00

**Northwest - Instructor:** Moultrie, Valencia  
**Room:** TBD

**CRN:** 32420, Thur  6:00PM-9:00PM  
**Date:** 4/28/16 - 4/28/16

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**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, Georgene  
**Room:** TBD

**CRN:** 32312, Tue  5:30PM-8:30PM  
**Date:** 2/2/16 - 4/12/16
**Business Institute (continued)**

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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**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: 39783, Thur 6:00PM-9:00PM**
**Date: 2/18/16 - 3/17/16**

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**Income Tax Preparation**

This Course reviews basic Federal and State Income Tax regulations. Participants will learn the skills necessary for the preparation of individual income tax returns, included filing requirements, determination of taxable income, allowable deductions, tax computation, tax credits, and payment methods.

**Course #: FINC 4094**
**FEE: $50.00**
**Northwest Instructor: Njoku, Emanuel**
**Room: TBD**
**CRN: 40954, Fri 4:30PM-6:30PM**
**Date: 2/12/16 2/26/16**

**Northwest Instructor: Njoku, Emanuel**
**Room: TBD**
**CRN: 40955, Sat 9:00AM-12:00PM**
**Date: 3/12/16 - 3/19/16**
Hazwoper 24 Hour Certificate
This course will instruct participants in the proper skills necessary to work in and around hazardous material and waste.
Course #: IPST-1002
FEE: $399.00
CEU’s: 2.4
Downriver - Instructor: Staff
Room: TBD
CRN: 36301, Thur 8:00AM-5:00PM
Date: 2/7/16 - 5/2/16

Hazwoper 8 Hour Certificate
This course will instruct participants the proper skills necessary to work in and around hazardous material and waste.
Course #: IPST-1003
FEE: $99.00
CEU’s: 0.8
Downriver - Instructor: Staff
Room: TBD
CRN: 35541, Tue, Thur 6:00PM-9:55PM
Date: 1/24/16 - 5/2/16

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
Downriver - Instructor: Staff
Room: TBD
CRN: 34530, TBD 6:00PM-9:55PM
Date: TBD

Fire Extinguisher Safety Training
Learn the proper use of various Fire Extinguishers. Safety and evaluation techniques will be examined.
Course #: IPST-4002
FEE: $25.00
Downriver - Instructor: Staff
Room: TBD
CRN: 37643, Fri 9:00AM-1:00PM
Date: 11/1/15-5/7/16

CPAT Preparation
This course will teach Command and General staff members how to manage incidents using either Area Command, UNIFIED Command or multiagency systems. The student will learn how to expand and reduce and incident to fit their needs. The student will apply these principles in simulated incidents.
Course #: IPST-4032
FEE: $25.00
Downriver - Instructor: Staff
Room: TBD
CRN: 33557, Thur 10:00AM-1:55PM
Date: 5/1/16 - 5/2/16

Hazwoper 8-Hour Refresher
This 8 hour course is designed to provide an individual that has previously been trained in HAZWOPER a brief review. This course will refresh students in the proper skills necessary to work in and around hazardous material and waste. The course meets the requirements mandated by OSHA 29 CFR 1910.120. This course is based on the laws that are presently applicable.
Course #: IPST-4033
FEE: $149.00
Downriver - Instructor: Staff
Room: TBD
CRN: 36283, Tue, Thur 6:00PM-9:55PM
Date: 4/17/16 - 5/2/16

Firefighter I and II
This course is a Michigan Fire Fighter Training Council (MFFTC) approved state practical exam for Fighter I & Fighter 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 I & II practical exams.
Course #: PELP-1004
FEE: $85.00
CEU’s: 0.8
Downriver - Instructor: Staff
Room: TBD
CRN: 39910, TBD 8:00AM-3:55PM
Date: TBD
Downriver - Instructor: Staff
Room: TBD
CRN: 39911, TBD 8:00AM-3:55PM
Date: TBD
Painting for Mature Learners
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: 32387, Fri 10:00AM-12:00PM
Date: 3/4/16 - 4/29/16

Eastern - Instructor: Rouleau, Francine
Room: TBD
CRN: 40855, Tue 1:00PM-3:00PM
Date: 2/2/16 - 4/19/16

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: 40856, Tue 10:00AM-12:00PM
Date: 2/2/16 - 4/19/16

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
Downriver - Instructor: Watkins, Lydia
Room: TBD
CRN: 32390, Mon,Wed 9:00AM-12:00PM
Date: 3/14/16 - 3/16/16

Downtown - Instructor: Gwynn, Annice
Room: TBD
CRN: 40788, Sat 12:00PM-3:00PM
Date: 4/23/16 - 4/30/16

Mature Learners: Computers - 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: 32394, Mon,Wed 9:00AM-12:00PM
Date: 2/22/16 - 2/24/16

Northwest - Instructor: Hudson, Wanda
Room: TBD
CRN: 36275, Sat 9:00AM-12:00PM
Date: 2/6/16 - 2/13/16

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: Hudson, Wanda
Room: TBD
CRN: 36276, Sat 9:00AM-12:00PM
Date: 2/20/16 - 4/2/16

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.
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.

**Silver Circle**

Mature Learner: 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: 32398, Mon, Wed 9:00AM-12:00PM  
Date: 2/29/16 - 3/2/16

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: 34726, Wed 10:00AM-11:55AM  
Date: 1/20/16 - 4/27/16  
Western - Instructor: Staff  
Room: TBD  
CRN: 34743, Wed 12:30PM-1:55PM  
Date: 1/20/16 - 4/27/16

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: 32399, Mon, Wed 9:00AM-12:00PM  
Date: 3/7/16 - 3/9/16

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: 38058, Mon, Wed 9:00AM-9:55AM  
Date: 1/25/16 - 3/7/16  
Downriver - Instructor: LaCasse, Veronica  
Room: TBD  
CRN: 39884, Thu 9:00AM-10:00AM  
Date: 2/4/16 - 4/28/16

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: 32416, Tue 10:00AM-10:55AM  
Date: 2/16/16 - 4/26/16  
Eastern - Instructor: Plant, Rashonda  
Room: TBD  
CRN: 36248, Mon, Wed 10:00AM-10:55AM  
Date: 2/8/16 - 3/30/16  
Downriver - Instructor: Plant, Rashonda  
Room: TBD  
CRN: 39896, Thu 10:00AM-11:00AM  
Date: 2/18/16 - 4/28/16
Silver Circle

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.

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: 39891, Wed 11:00AM-12:00PM  
Date: 2/10/16 - 4/27/16

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: 39889, Mon 10:00AM-11:00AM  
Date: 2/8/16 - 4/25/16

Chair Yoga
Chair Yoga is a specially designed class for people that have difficulty getting up and down from the floor. In this class you will stretch, strengthen, increase range of motion and relax muscles all with the use of props. Students are required to bring to class, a yoga strap and a yoga brick.

Course #: PEDU-5008  
FEE: $40.00  
Downriver - Instructor: LaCasse, Veronica  
Room: TBD  
CRN: 40892, Tue 1:00PM-2:00PM  
Date: 2/2/16 - 4/26/16
Healthy Living

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!!

**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: 40896, Thu 2:00PM-4:00PM*
*Date: 2/11/16 - 4/28/16*

**Holistic Health - The Cause of Diseases and Pathways to Wholeness**
This class will give individuals an understanding of the dynamics behind diseases of the mind and body. You will learn pathways to receive wholeness and freedom of mind and body.

*Course #: HEAL-5210*
*FEE: $40.00*
*Downriver - Instructor: Sutton, Jamie*
*Room: TBD*
*CRN: 40895, Thu 12:00PM-1:55PM*
*Date: 2/11/16 - 4/28/16*

**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: 36265, Thu 9:00AM-12:00PM*
*Date: 2/11/16 - 4/28/16*

**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: 36259, Tue 9:00AM-11:55AM*
*Date: 2/9/16 - 4/26/16*

**Hypertension and Stress: Relieve the Pressure**
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: 36260, Tue 12:00PM-3:00PM*
*Date: 2/9/16 - 4/26/16*
Healthy Living

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:** 36263, Wed 9:00AM-11:55AM  
**Date:** 2/10/16 - 4/27/16

**Cholesterol - The Skinny on Fat**
This course will teach participants how to understand what HDL/LDL is and how to maintain healthy cholesterol levels.

**Course #:** HEAL-5023  
**FEE:** $40.00  
**Northwest - Instructor:** Stephens, Ruth  
**Room:** TBD  
**CRN:** 36262, Wed 12:00PM-3:00PM  
**Date:** 2/10/16 - 4/27/16

**Arthritis - Reversing the Effects**
In this course participants will learn how to prevent and treat various types of arthritis with natural therapies. They will also learn how to recognize symptoms, as well as easy and practical skills they can apply to themselves and loved ones for immediate relief and discomfort.

**Course #:** HEAL-5024  
**FEE:** $40.00  
**Northwest - Instructor:** Stephens, Ruth  
**Room:** TBD  
**CRN:** 40852, Mon 12:00PM-3:00PM  
**Date:** 2/8/16 - 5/2/16

**Train Your Brain - Preventing Alzheimers**
In this course participants will learn how to prevent and treat Parkinson’s and Alzheimer’s through “super brain foods”. Participants will learn how to recognize the warning signs of the diseases, as well as practical skills they can apply to themselves and loved ones.

**Course #:** HEAL-5025  
**FEE:** $40.00  
**Northwest - Instructor:** Stephens, Ruth  
**Room:** TBD  
**CRN:** 40854, Mon 9:00AM-11:55AM  
**Date:** 2/8/16 - 5/2/16

**Healthy Meal Preparation**
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-5026  
**FEE:** $50.00  
**Northwest - Instructor:** McCauley, LaQuita  
**Room:** TBD  
**CRN:** 38154, Mon,Wed 6:00PM-9:00PM  
**Date:** 2/8/16 - 2/10/16
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!!

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: 40863, Fri 9:00AM-12:00PM
Date: 2/12/16 - 4/29/16

Homeopathy - Advanced
The course builds on the information taught in Homeopathy for the beginners.

Course #: HEAL-4004
FEE: $70.00
Downriver - Instructor: Carson, Willa
Room: TBD
CRN: 40762, Tue 6:00PM-8:30PM
Date: 3/15/16 - 4/26/16

Homeopathy - Beginners
This course will teach students the art and science of natural health care principles that treat the whole body and emotions. Based on the philosophy that illness arises from unbalanced energy of germs, discover one more piece of the “Wellness” puzzle.

Course #: HEAL-4003
FEE: $65.00
Downriver - Instructor: Carson, Willa
Room: TBD
CRN: 40761, Tue 6:00PM-8:30PM
Date: 2/2/16 - 3/8/16

Iridology: Theory And Practice
Students will be introduced to the theory and practice of reading eyes for nutritional health. Please bring a magnifying lens and a small flashlight.

Course #: HEAL-4005
FEE: $70.00
Downriver - Instructor: Carson, Willa
Room: TBD
CRN: 40763, Thur 6:00PM-8:30PM
Date: 2/4/16 - 3/10/16

Methods of Reflexology
Students will learn the reflex points and how to use “thumb pressure” to relieve stress and muscle pain to maintain good health.

Course #: HEAL-4007
FEE: $70.00
Downriver - Instructor: Carson, Willa
Room: TBD
CRN: 40764, Thur 6:00PM-8:30PM
Date: 3/17/16 - 4/28/16
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

Ceramics-Beginner
Students will acquire the basic skills for hand-construction of 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: 32381, Wed 6:00PM-9:00PM
Date: 1/13/16 - 3/2/16

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: 32382, Wed 6:00PM-10:00PM
Date: 3/9/16 - 4/20/16

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
Downriver - Instructor: Nassar, Nyda
Room: TBD
CRN: 39871, Sat 10:00AM-12:30PM
Date: 3/19/16 - 4/30/16

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: 36333, Fri 1:00PM-3:00PM
Date: 3/4/16 - 4/8/16

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. Participants are responsible for their supplies.

Course #: CRFT-4038
FEE: $50.00
Downriver - Instructor: Wojcik, Kyra
Room: TBD
CRN: 38809, Thur 10:00AM-12:00PM
Date: 3/3/16 - 4/28/16

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. Participants are responsible for their supplies.

Course #: CRFT-4047
FEE: $40.00
Downriver - Instructor: Nassar, Nyda
Room: TBD
CRN: 39870, Sat 10:00AM-12:00PM
Date: 2/6/16 - 3/12/16
**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: 39900, Tue 10:00AM-12:00PM*
*Date: 3/1/16 - 4/26/16*

**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: 40877, Fri 9:00AM-11:55AM*
*Date: 2/19/16 - 3/18/16*

**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/low toxic print materials and techniques. Participants are responsible for their own supplies.

*Course #: CRFT-4082*
*FEE: $40.00*
*Downriver - Instructor: MacDonald, Martine*
*Room: TBD*
*CRN: 34690, Fri 9:00AM-12:00PM*
*Date: 4/1/16 - 4/29/16*

**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 luminous effect in full lighting. Participants are responsible for their own supplies.

*Course #: CRFT-5009*
*FEE: $50.00*
*Downriver - Instructor: Pitel, Nancy*
*Room: TBD*
*CRN: 39899, Wed 10:00AM-12:00PM*
*Date: 3/2/16 - 4/27/16*

**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: 39898, Thur 1:00PM-3:00PM*
*Date: 3/3/16 - 4/28/16*

**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: 40757, Mon 10:00AM-12:00PM*
*Date: 2/29/16 - 4/25/16*

**Beginner Jewelry Making**
Students will learn about different jewelry elements and how to make a variety of beaded necklaces, earrings and bracelets. Participants are responsible for their own supplies.

*Course #: CRFT-5024*
*FEE: $50.00*
*Downriver - Instructor: Alt, Cheryl*
*Room: TBD*
*CRN: 40758, Wed 1:00PM-3:00PM*
*Date: 3/2/16 - 4/27/16*

**Basic Portrait Drawing**
The goal in this class is to combine lessons in basic drawing with specific exercises in achieving a likeness and proper proportions in a human portrait. This is a class in black and white rendering only; pencil drawing techniques will be explored. Students will draw from reference photographs using pencils and other drawing implements to create their portraits using shadow and dramatic contrast. Drawing ability is helpful but all are welcome. Participants are responsible for their own supplies.

*Course #: CRFT-5029*
*FEE: $50.00*
*Downriver - Instructor: Pitel, Nancy*
*Room: TBD*
*CRN: 40890, Mon 10:00AM-12:00PM*
*Date: 2/29/16 - 4/25/16*
**Fiber Arts**

Students will learn techniques from a variety of different cultures such as weaving, stitchery, collage and surface design while working with an array of different fibers including fabric, yarn and threads to create a unique quilted wall hanging. We will look at the role of textile art in world cultures. A supply list will be available on the first day of class.

**Course #: CRFT-5030**  
**FEE: $50.00**  
Downriver - Instructor: Alt, Cheryl  
Room: TBD  
CRN: 40891, Tue 1:00PM-3:00PM  
Date: 3/1/16 - 4/26/16

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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**  
Downriver - Instructor: Watkins, Lydia  
Room: TBD  
CRN: 40760, Mon, Wed 1:00PM-3:00PM  
Date: 4/13/16 - 4/27/16

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**Computer Science Technology Training**

**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: 32392, Mon, Wed 9:00AM-12:00PM  
Date: 3/21/16 - 4/11/16

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**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: 32393, Mon, Wed 9:00AM-12:00PM  
Date: 4/13/16 - 4/27/16

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**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 #: CSTT-2003**  
**FEE: $65.00**  
**CEU's: 1.5**  
Downriver - Instructor: Watkins, Lydia  
Room: TBD  
CRN: 40759, Mon, Wed 1:00PM-3:00PM  
Date: 3/21/16 - 4/11/16

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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**  
Downriver - Instructor: Watkins, Lydia  
Room: TBD  
CRN: 40760, Mon, Wed 1:00PM-3:00PM  
Date: 4/13/16 - 4/27/16

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**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: 32395, Sat 9:00AM-3:00PM  
Date: 3/5/16 - 3/5/16

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**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: 32396, Sat 9:00AM-3:00PM  
Date: 3/12/16 - 3/12/16

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**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: 32397, Sat 9:00AM-12:00PM  
Date: 4/2/16 - 4/30/16
Digital Cameras: 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: 34523, Tue 9:00AM-12:00PM
Date: 2/2/16 - 2/23/16

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: 36299, Tue 9:00AM-12:00PM
Date: 3/1/16 - 3/22/16

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: 36300, Tue 9:00AM-12:00PM
Date: 4/5/16 - 4/26/16

Introduction to 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: 40876, Sat 9:00AM-3:00PM
Date: 3/19/16 - 3/19/16

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: 36227, Thur 9:00AM-1:00PM
Date: 2/18/16 - 3/17/16

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: 36228, Thur 9:00AM-1:00PM
Date: 3/24/16 - 4/28/16

Beginning Chess
This beginner course is designed for participants who have little or no experience in chess. This course will provide instruction and practice in the basic principles of chess, rules of basic chess and maneuvers will also be discussed. Participants must bring their own chess set to class.
Course #: ENPR-4013
FEE: $45.00
Downriver - Instructor: Kessler, Hugh
Room: TBD
CRN: 40894, Wed 9:00AM-12:00PM
Date: 3/16/16 - 4/27/16

Spanish For the Traveler
This is an introduction to practical Spanish conversations and culture. 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: 38051, Mon 6:00PM-8:00PM
Date: 2/29/16 - 4/25/16

Language and Culture

Enrichment Series
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: 39876, Wed 6:00PM-8:00PM  
Date: 3/2/16 - 4/27/16

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: 40765, Wed 1:00PM-3:00PM  
Date: 2/3/16 - 4/27/16

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: 40766, Tue 1:00PM-3:00PM  
Date: 2/2/16 - 4/26/16

Lawn and Garden Design
Organic Gardening
Students will focus on the principles of organic gardening with emphasis on soil flora and fauna, unhealthy physical and nutrient characteristics, natural versus conventional garden practice, and natural methods to promote healthy soil ecology.

Course #: HMGP-4013  
FEE: $40.00  
Downriver - Instructor: Burt, Maria  
Room: TBD  
CRN: 40878, Wed 9:00AM-12:00PM  
Date: 3/16/16 - 4/20/16

Container Gardening
Learn how to grow plants and vegetables in a variety of containers to decorate a small space in your yard or home. Students are responsible for their own supplies.

Course #: HMGP-4014  
FEE: $30.00  
Downriver - Instructor: Burt, Maria  
Room: TBD  
CRN: 40879, Wed 6:00PM-8:00PM  
Date: 3/16/16 - 4/20/16

Music
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: 40768, Wed 6:00PM-8:00PM  
Date: 2/3/16 - 4/27/16
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: 34526, Sat 11:30AM-1:30PM
Date: 2/6/16 - 3/12/16

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: 36231, Sat 11:30AM-1:30PM
Date: 3/19/16 - 4/30/16

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, chord substitutions, chord voicings 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: 40769, Tue 7:00PM-9:00PM
Date: 2/23/16 - 4/26/16

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
Downriver - Instructor: LaCasse, Veronica
Room: TBD
CRN: 39885, Thur 1:00PM-2:00PM
Date: 2/4/16 - 4/28/16
Downriver - Instructor: LaCasse, Veronica
Room: TBD
CRN: 40770, Thur 4:30PM-5:30PM
Date: 2/4/16 - 4/28/16

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: 32415, Sat 8:30AM-10:30AM
Date: 2/20/16 - 4/16/16
Downriver - Instructor: Plevinski, John
Room: TBD
CRN: 40771, Tue 11:00AM-12:30PM
Date: 2/16/16 - 4/26/16

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: Plant, Rashonda
Room: TBD
CRN: 32417, Tue 4:30PM-5:25PM
Date: 2/16/16 - 4/26/16

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: 39890, Mon 4:30PM-5:30PM
Date: 2/8/16 - 4/25/16

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: 39892, Wed 4:30PM-5:30PM
Date: 2/10/16 - 4/27/16
Meditation Techniques
Participations will be guided through many different meditations and with different styles. Meditation is 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: 40772, Thur 11:00AM-12:00PM
Date: 2/4/16 - 4/28/16

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: 40773, Thur 2:00PM-3:00PM
Date: 2/4/16 - 4/28/16

Tai Chi - Cane Walking Stick
Northern Energy Tai Chi Cane, this exciting original form was created to introduce the cane to tai chi practitioners and introduce tai chi principles to martial artists interested in the cane for health. The course will assist with balance training, hand-eye coordination, strength and endurance. Students will need to dress comfortable for the class and bring a cane.
Course #: PEDU-5009
FEE: $40.00
Downriver - Instructor: Plevinski, John
Room: TBD
CRN: 40893, Wed 1:00PM-2:30PM
Date: 2/17/16 - 4/27/16

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
Downriver - Instructor: Staff
Room: TBD
CRN: 40925, Sat 8:00AM-2:00PM
Date: 1/16/16 - 1/16/16

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:40942, Sun 9:00AM -3:00PM
Date: 2/20/16 - 2/20/16
School of Continuing Education Classes

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Arts and Crafts

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: 34641, Sat 9:00AM-11:00AM
Date: 2/13/16 - 4/9/16

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: 32325, Sat 9:00AM-11:00AM
Date: 2/6/16 - 2/6/16

Knitting I - Beginner
This hands-on course will introduce the students to the art of knitting. Students will learn how to caston, 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: 34642, Sat 11:30AM-1:30PM
Date: 2/13/16 - 4/9/16

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: 36204, Thur 5:30PM-6:55PM
Date: 1/21/16 - 2/18/16

Introduction to Wire Working-Bracelet
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: 36205, Wed 10:00AM-12:00PM
Date: 1/13/16 - 3/16/16

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.
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-4092
FEE: $55.00
Downtown - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 36206, Thur 7:00PM-8:30PM
Date: 1/21/16 - 3/10/16

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: 40783, Wed 12:00PM-2:30PM
Date: 1/13/16 - 2/3/16

Basic Portrait Drawing
The goal in this class is to combine lessons in basic drawing with specific exercises in achieving a likeness and proper proportions in a human portrait. This is a class in black and white rendering only; pencil drawing techniques will be explored. Students will draw from reference photographs using pencils and other drawing implements to create their portraits using shadow and dramatic contrast. Drawing ability is helpful but all are welcome. Participants are responsible for their own supplies.

Course #: CRFT-5029
FEE: $50.00
Downtown - Instructor: Staff
Room: TBD
CRN: 40902, Tue 9:00AM-12:00PM
Date: 2/16/16 - 3/15/16

NEW Drawing Dinosaurs and Dragons
The goal of this class is to combine lessons in basic drawing with the universal appeal of dinosaurs and mythical dragons. Instructor will provide art training with fascinating information about these prehistoric creatures. Several dinosaurs will be featured (Brontosaurus, Tyrannosaurus Rex, and Stegosaurus and an imaginary dragon). These will be drawn using pencils and other drawing elements. This class is recommended for all students with a little ability and lots of imagination! Students will be invited to submit their favorite Works of Art for a Gallery Reception and put on Exhibit at the end of the Summer. Participants are responsible for their own supplies.

Course #: CRFT-5031
FEE: $50.00
Downtown - Instructor: Staff
Room: TBD
CRN: 40900, Thur 9:00AM-12:00PM
Date: 1/14/16 - 2/11/16
NEW Animal Sculpture
The focus of this class is to understand basic sculpture theory and specifically how to approach animal anatomy. While some art ability is useful, this class is open to students of all levels. Learn about the basic anatomy of the animal as a foundation for building wire, paper mache, or clay sculptures. Participants will also learn how to color and finish clay once it has dried. Special attention will be given to surface textures that convey aspects of fur, feather, skin, or other appearance-related characteristics of various animals. Participants are responsible for their own supplies.

Course #: CRFT-5032
FEE: $50.00
Downtown - Instructor: Staff
Room: TBD
CRN: 40901, Tue 9:00AM-12:00PM
Date: 1/12/16 - 2/9/16

NEW Seasonal Holiday Pastries
Our delightful Pastry Chef will instruct and demonstrate a variety of delicacies based upon the season. Participants will be responsible for their own supplies. A variety of mediums may be used including cakes, cookies, truffles, sugar molds, etc. Participants are responsible for their own supplies.

Course #: CRFT-5034
FEE: $50.00
Downtown - Instructor: Staff
Room: TBD
CRN: 40903, FS 9:00AM-12:00PM
Date: 1/16/16 - 5/7/16

Computer Science Technology Training

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
Downtown - Instructor: Hudson, Wanda
Room: TBD
CRN: 32328, Mon 5:30PM-8:30PM
Date: 1/11/16 - 2/15/16

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 #: CSTT-2003
FEE: $65.00
CEU’s: 1.5
Downtown - Instructor: Hudson, Wanda
Room: TBD
CRN: 32331, Mon 5:30PM-8:30PM
Date: 2/22/16 - 3/21/16

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: 36199, Sat 12:00PM-3:00PM
Date: 4/9/16 - 4/16/16

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
Downtown - Instructor: Staff
Room: TBD
CRN: 39821, Mon 5:30PM-8:30PM
Date: 4/4/16 - 4/11/16

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: 39822, Mon 5:30PM-8:30PM
Date: 4/18/16 - 4/25/16

Enrichment Series

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, paper work permits, and using community resources will be discussed.
Course #: NPOM-4014  
FEE: $50.00  
Downtown - Instructor: Norman Hill, Shelly  
Room: TBD  
CRN: 32369, Sat 9:00AM-3:00PM  
Date: 3/5/16 - 3/5/16

**Tapping Into Media**
This course focuses on working with the media to highlight community organization’s purpose and services. Participants will examine the role of the media in shaping public opinion through the use of both written and electronic communication.

Course #: BUSN 5014  
FEE: $40.00  
Downtown - Instructor: Riddle Jr., Samuel  
Room: TBD  
CRN: 40953, Thur 6:00PM-8:00PM  
Date: 2/4/16 - 4/14/16

**Fine Arts and Crafts**

**NEW Movie Critics**
Participants will learn how to use the 12 steps of the art of being a movie critic. After learning the steps, participants will then begin to use those steps to be a critic on different classic, cultural classic, and other genres of fiction and non-fiction movies.

Course #: EDDV-6047  
FEE: $50.00  
Downtown - Instructor: Taylor, Joshua  
Room: TBD  
CRN: 40897, Tue 5:30PM-7:30PM  
Date: 1/12/16 - 2/9/16

**Language and Culture**

**NEW Futurist Journalism**
In this class, participants will discuss and explore all forms popular culture Literature in forms of books and video. Literature may include the Star Wars series; Dune; Star Trek; etc. Participants will be encouraged to produce their own form of literature.

Course #: EDDV-6048  
FEE: $40.00  
Downtown - Instructor: Taylor, Joshua  
Room: TBD  
CRN: 40898, Tue 5:30PM-7:30PM  
Date: 2/16/16 - 3/15/16

**NEW The History of Greenwich Through Role Play**
Greenwich Village 1913: suffrage, Labor and the New Woman takes students to the beginning of the modern era when urbanization, industrialization and massive waves of immigration were transforming the U.S. way of life. This consists of games, set in the past, in which students are assigned roles by classic texts in the history of ideas. Class sessions run by students, instructor advises and guides through their oral and written work.

Course #: EDDV-6049  
FEE: $40.00  
Downtown - Instructor: Taylor, Joshua  
Room: TBD  
CRN: 40899, Tue 5:30PM-7:30PM  
Date: 3/22/16 - 4/26/16

**Women and Genealogy**
Participants will learn how to identify female ancestors by using strategies that identify records which may contain their hidden ancestors and history regarding those ancestors.

Course #: ENPR-5015  
FEE: $40.00  
CEU's: 0.2  
Downtown - Instructor: Lewis-Williams, Felicia  
Room: TBD  
CRN: 36197, Thur 5:30PM-7:30PM  
Date: 4/21/16 - 4/21/16

**Medical Genealogy**
Participants will learn tips on how to use death certificates, epidemics, genograms, genetics, medical case studies and family health logs to explore medical concerns that may help document their medical history.

Course #: ENPR-5016  
FEE: $40.00  
Downtown - Instructor: Lewis-Williams, Felicia  
Room: TBD  
CRN: 36198, Thur 5:30PM-7:30PM  
Date: 4/7/16 - 4/14/16
Physical Fitness and Sports

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: 39813, Mon, Wed 5:30PM-6:30PM
Date: 1/25/16 - 3/28/16

Sewing and Design

Sewing II
Students will learn the proper way to construct notch collars/labels, welded 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: 36209, Thur 9:00AM-11:00AM
Date: 2/18/16 - 3/17/16

Introduction to Interior Design
Whether you are interested in interior design or fascinated by HGTV, this introductory course may be for you. Participants will learn how to enhance the living space, select colors, space planning, use accessories and various interior coverings (floor, windows, etc.)

Course #: SEWD-4012
FEE: $55.00
Downtown - Instructor: Williams, Audrean
Room: TBD
CRN: 34543, Tue 5:30PM-8:30PM
Date: 1/12/16 - 3/1/16

Basic Serger Sewing Techniques
Participants will learn functions that will cover stitch, trim and finish seams all in one simple step. You must provide your own serger machine. Participants must have completed Fundamentals of Basic Sewing and Sewing II before registering this class.

Course #: SEWD-4053
FEE: $50.00
Downtown - Instructor: Cunningham, Ophelia
Room: TBD
CRN: 39811, Thur 9:00AM-12:00PM
Date: 1/14/16 - 2/4/16

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: 40786, Thur 1:00PM-4:00PM
Date: 1/14/16 - 3/3/16

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: 40787, Thur 1:00PM-4:00PM
Date: 3/10/16 - 4/7/16
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Arts and Crafts

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
Eastern - Instructor: Smith, Jay
Room: TBD
CRN: 40844, Sat 10:00AM-12:00PM
Date: 2/6/16 - 3/5/16

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
Eastern - Instructor: Smith, Jay
Room: TBD
CRN: 40880, Sat 10:00AM-12:00PM
Date: 3/12/16 - 4/9/16

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: 40846, Sat 9:00AM-12:00PM
Date: 2/6/16 - 3/5/16

Computer Science Technology Training

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: Clayton III, Emanuel
Room: TBD
CRN: 40843, Wed 6:00PM-7:25PM
Date: 2/10/16 - 3/9/16

Dance

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: 36242, Fri 6:00PM-7:55PM
Date: 2/12/16 - 4/29/16

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
Eastern - Instructor: Plant, Rashonda
Room: TBD
CRN: 38008, Tue 6:30PM-7:55PM
Date: 2/9/16 - 3/15/16
### 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**: King, David  
**Room**: TBD  
**CRN**: 38009, Thu 6:00PM-7:55PM  
**Date**: 3/17/16 - 4/14/16

### Modern Dance (Contact Improv)
This course is designed as 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**: Brown, David  
**Room**: TBD  
**CRN**: 40887, Tue, Thu 6:00PM-7:55PM  
**Date**: 1/18/16 - 5/3/16

### 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**: 40851, Thu 7:00PM-8:25PM  
**Date**: 2/4/16 - 3/24/16

### 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**: $100.00  
**Eastern - Instructor**: Smith, Andre

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### 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  
**Eastern - Instructor**: Breczinski, Emily  
**Room**: TBD  
**CRN**: 37998, Mon, Wed 11:00AM-12:30PM  
**Date**: 2/9/16 - 3/31/16

#### 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**: 40888, Wed 5:30PM-7:30PM  
**Date**: 2/10/16 - 4/13/16

#### 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  
**Eastern - Instructor**: Canoy Simmons, Angela  
**Room**: TBD  
**CRN**: 40889, Thu 5:00PM-7:30PM  
**Date**: 2/11/16 - 4/14/16
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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  
Northwest - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 32421, Tue  5:00PM-7:00PM  
Date: 1/12/16 - 2/2/16

**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: 32422, Tue  6:00PM-9:00PM  
Date: 3/29/16 - 4/19/16

**Introduction to Wire Working**
This course provides a fundamental working of manipulating wire to make jewelry findings. Students will also 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-4056  
FEE: $30.00  
Northwest - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 32424, Tue, Thur  10:00AM-11:55AM  
Date: 4/12/16 - 4/21/16

**Simple Soldering**
This course provides a fundamental working knowledge of soldering metals through the techniques and projects taught in class. Students will also learn how to solder beautiful jewelry at home using simple and affordable tools. Participants are responsible for purchasing their own supplies.

Course #: CRFT-4084  
FEE: $50.00  
CEU's: 0.6  
Northwest - Instructor: Robinson Young, Kathleen  
Room: TBD  
CRN: 34653, Tue  10:00AM-1:00PM  
Date: 3/1/16 - 3/22/16

**Painting Like a Pro**
Participants will be introduced to basic acrylic painting techniques and materials. Instruction will include various approaches and methods will be demonstrated. Participants will also learn about painting still life, landscape, and basic composition on canvas or board. This course is recommended for beginners with a strong desire to learn and enjoy painting. Participants are responsible for their own supplies.

Course #: CRFT-5027  
FEE: $50.00  
Northwest - Instructor: Vassalo, John  
Room: TBD  
CRN: 40864, RS  9:00AM-12:00PM  
Date: 1/23/16 - 2/6/16
**Flower Bonanza**

Your garden can be a burst of continual color from early spring to late fall. This class will show you how to plan a garden, select and plant a variety of flowers, and how to arrange and space them in your garden according to seasonal blooms. Participants are responsible for their own supplies.

**Course #:** CRFT-5028  
**FEE:** $50.00  
**Northwest - Instructor:** Staff  
**Room:** TBD  
**CRN:** 40865, Sat 9:00AM-12:00PM  
**Date:** 3/26/16 - 3/26/16

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**Beauty and Personal Enhancement**

**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:** Carr, Kristina  
**Room:** TBD  
**CRN:** 36337, Mon 7:00PM-9:00PM  
**Date:** 1/11/16 - 3/7/16

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**Computer Science Technology Training**

**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 #:** CSTM-5018  
**FEE:** $40.00  
**Northwest - Instructor:** Woods, Dawnita  
**Room:** TBD  
**CRN:** 40845, Sat 9:00AM-12:00PM  
**Date:** 3/12/16 - 3/12/16

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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 #:** CSTM-5019  
**FEE:** $40.00  
**Northwest - Instructor:** Woods, Dawnita  
**Room:** TBD  
**CRN:** 39787, Sat 11:00AM-2:00PM  
**Date:** 2/6/16 - 2/6/16

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**Language and Culture**

**Find Family History on The Net**

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:** 32435, Sat 1:00PM-3:00PM  
**Date:** 2/27/16 - 4/2/16
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: 32434, Sat 1:00PM-3:00PM
Date: 2/6/16 - 2/20/16

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: 32432, Sat 1:00PM-3:00PM
Date: 1/23/16 - 1/23/16

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: 32433, Sat 1:00PM-3:00PM
Date: 1/30/16 - 1/30/16

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: 32436, Sat 1:00PM-3:00PM
Date: 4/9/16 - 4/23/16

Music

Beginning 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: 34638, Mon 7:00PM-8:30PM
Date: 1/25/16 - 3/14/16

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: 34639, Mon 7:00PM-9:00PM
Date: 3/21/16 - 4/25/16

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
Northwest - Instructor: Smith, Andre
Room: TBD
CRN: 36273, Sat 9:30AM-11:00AM
Date: 1/23/16 - 3/12/16
Professional Exams and Licensing Preparation

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: 32442, Fri 9:00AM-12:00PM
Date: 1/15/16 - 1/15/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32443, Thur 9:00AM-12:00PM
Date: 1/21/16 - 1/21/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32444, Fri 9:00AM-12:00PM
Date: 1/29/16 - 1/29/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32445, Thur 9:00AM-12:00PM
Date: 2/11/16 - 2/11/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32446, Fri 9:00AM-12:00PM
Date: 2/19/16 - 2/19/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32447, Thur 9:00AM-12:00PM
Date: 2/25/16 - 2/25/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32448, Thur 9:00AM-12:00PM
Date: 3/10/16 - 3/10/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32449, Fri 9:00AM-12:00PM
Date: 3/18/16 - 3/18/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32450, Thur 9:00AM-12:00PM
Date: 3/24/16 - 3/24/16

Northwest - Instructor: Staff
Room: TBD
CRN: 32451, Thur 9:00AM-12:00PM
Date: 4/14/16 - 4/14/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32452, Fri 9:00AM-12:00PM
Date: 4/22/16 - 4/22/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32453, Thur 9:00AM-12:00PM
Date: 4/28/16 - 4/28/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32454, Thur 9:00AM-12:00PM
Date: 5/12/16 - 5/12/16
Northwest - Instructor: Staff
Room: TBD
CRN: 32455, Fri 9:00AM-12:00PM
Date: 5/13/16 - 5/13/16

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: 40881, Mon 3:00PM-4:30PM
Date: 1/25/16 - 1/25/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40882, Mon 3:00PM-4:30PM
Date: 2/29/16 - 2/29/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40883, Mon 3:00PM-4:30PM
Date: 3/21/16 - 3/21/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40884, Mon 3:00PM-4:30PM
Date: 4/25/16 - 4/25/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40885, Mon 3:00PM-4:30PM
Date: 5/2/16 - 5/2/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40886, Mon 3:00PM-4:30PM
Date: 5/9/16 - 5/9/16
HESI Prep Course
This prep course is designed to assist students prepare for application to the WCCCD Nursing Program. It is based on the Health Education Systems Inc. entrance exam, HESI Admission Assessment (HESI A2). The prep course will review content in three exam areas. The student taking this course should have completed math, English and anatomy and physiology courses.
Course #: PELP-5023
FEE: $25.00
Northwest - Instructor: Staff
Room: TBD
CRN: 39996, Tue, Thur 9:00AM-1:00PM
Date: 1/12/16 - 1/14/16
Northwest - Instructor: Staff
Room: TBD
CRN: 39997, Sat 9:00AM-5:00PM
Date: 1/16/16 - 1/16/16
Northwest - Instructor: Staff
Room: TBD
CRN: 39998, Sat 9:00AM-5:00PM
Date: 3/5/16 - 3/5/16
Northwest - Instructor: Staff
Room: TBD
CRN: 39999, Sat 9:00AM-5:00PM
Date: 1/23/16 - 1/23/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40201, Sat 9:00AM-5:00PM
Date: 2/20/16 - 2/20/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40857, Sat 9:00AM-5:00PM
Date: 3/19/16 - 3/19/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40858, Sat 9:00AM-5:00PM
Date: 4/9/16 - 4/9/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40859, Sat 9:00AM-5:00PM
Date: 4/23/16 - 4/23/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40860, Sat 9:00AM-5:00PM
Date: 4/30/16 - 4/30/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40861, Sat 9:00AM-5:00PM
Date: 5/7/16 - 5/7/16
Northwest - Instructor: Staff
Room: TBD
CRN: 40862, Sat 9:00AM-5:00PM
Date: 5/14/16 - 5/14/16

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
Northwest - Instructor: Cunningham, Ophelia
Room: TBD
CRN: 32465, Sat 9:00AM-11:00AM
Date: 1/23/16 - 3/19/16

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: 32466, Sat 12:00PM-2:00PM
Date: 4/2/16 - 4/30/16

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: 32467, Tue 6:00PM-9:00PM
Date: 1/26/16 - 3/15/16
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

Introduction to Wire Pendants
Participants will learn key elements and basic wire working techniques to make pendants. The components that will be used include: headpins, jump rings, eye pins, and clasps. Participants are responsible for their own supplies.

Course #: CRFT-4086
FEE: $50.00
Western - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 34698, Fri 12:00PM-2:00PM
Date: 1/22/16 - 2/19/16

Jewelry Design New Macrame
Participants will cover basic knots used in Macrame with an update twist. Students will learn how to use 3 different knots to create intricate designs with the new softer and more colorful threads and beads. Students are responsible for purchasing their own supplies.

Course #: CRFT-4087
Western - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 34697, Fri 10:00AM-11:55AM
Date: 1/22/16 - 2/22/16

Exploring Resin Jewelry
This course provides a fundamental working knowledge of making jewelry using traditional and non-traditional resin techniques. Participants are responsible for purchasing their own supplies.

Course #: CRFT-4094
FEE: $50.00
Western - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 36284, Fri 10:00AM-12:55PM
Date: 3/4/16 - 4/1/16

Computer Science Technology Training

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 #: CSTT-2003
FEE: $65.00
CEU’s: 1.5
Western - Instructor: Brown, Verna
Room: TBD
CRN: 40870, Mon 6:00PM-8:55PM
Date: 2/29/16 - 3/28/16

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: 34576, Thur 10:00AM-1:00PM
Date: 1/18/16 - 4/20/16
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: 32477, Wed 6:00PM-8:55PM  
Date: 1/20/16 - 4/20/16

**Western - Instructor: Gibbons, Sharleen**  
**Room:** TBD  
CRN: 32484, Sat 10:00AM-2:55PM  
Date: 1/23/16 - 4/20/16
School of Continuing Education Classes

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Arts and Crafts

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
University Center - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 39952, Sat 12:00PM-1:55PM
Date: 1/16/16 - 3/12/16

Introduction to Wire Working
This course provides a fundamental working of manipulating wire to make jewelry findings. Students will also 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-4056
FEE: $30.00
University Center - Instructor: Robinson Young, Kathleen
Room: TBD
CRN: 39924, Sat 10:00AM-11:55AM
Date: 2/6/16 - 4/23/16

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: 32515, Mon 5:30PM-7:55PM
Date: 1/25/16 - 2/15/16

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: 32516, Mon 5:30PM-7:55PM
Date: 2/22/16 - 3/7/16

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: 32517, Mon 5:30PM-7:55PM
Date: 3/14/16 - 4/11/16
**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**
- **University Center - Instructor: Wheatley, Christopher**
- **Room: TBD**
- **CRN: 32525, Sat 12:00PM-2:25PM**
- **Date: 1/16/16 - 2/13/16**

**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 #: CSTT-2003**
- **FEE: $65.00**
- **CEU's: 1.5**
- **University Center - Instructor: Wheatley, Christopher**
- **Room: TBD**
- **CRN: 34601, Sat 12:00PM-2:25PM**
- **Date: 2/20/16 - 3/19/16**

**MS 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**
- **University Center - Instructor: Wheatley, Christopher**
- **Room: TBD**
- **CRN: 38276, Sat 12:00PM-2:25PM**
- **Date: 4/2/16 - 4/30/16**

**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: 39967, Sat 2:00PM-3:55PM**
- **Date: 1/16/16 - 2/27/16**

**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: 32518, Sat 12:00PM-1:55PM**
- **Date: 1/16/16 - 2/27/16**

**Language and Culture**

**Find Family History on The Net**
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**
- **University Center - Instructor: Danquah, Rochelle**
- **Room: TBD**
- **CRN: 40832, Fri 10:00AM-11:55AM**
- **Date: 1/29/16 - 2/12/16**

**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**
- **University Center - Instructor: Danquah, Rochelle**
- **Room: TBD**
- **CRN: 40833, Fri 10:00AM-11:55AM**
- **Date: 2/19/16 - 3/4/16**

**Dance**

**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: 32523, Sat 9:00AM-10:55AM**
- **Date: 1/23/16 - 4/2/16**
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
University Center - Instructor: Danquah, Rochelle
Room: TBD
CRN: 40834, Fri 10:00AM-11:55AM
Date: 3/11/16 - 3/11/16

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
University Center - Instructor: Danquah, Rochelle
Room: TBD
CRN: 40835, Fri 10:00AM-11:55AM
Date: 3/18/16 - 3/18/16

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
University Center - Instructor: Danquah, Rochelle
Room: TBD
CRN: 40836, Fri 10:00AM-11:55AM
Date: 4/1/16 - 4/1/16

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
University Center - Instructor: Danquah, Rochelle
Room: TBD
CRN: 40837, Fri 10:00AM-11:55AM
Date: 4/8/16 - 4/22/16

Spanish For the Traveler
This is an introduction to practical Spanish conversations and culture. 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: 32519, Sat 10:00AM-11:55AM
Date: 1/30/16 - 4/9/16

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: 32522, Sat 11:00AM-11:55AM
Date: 1/23/16 - 3/12/16

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 #: PFDU-4012
FEE: $50.00
University Center - Instructor: Frost, Elaine
Room: TBD
CRN: 40916, Tue 11:30AM-1:30PM
Date: 1/19/16 - 4/12/16

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: 39923, Fri 10:00AM-11:55AM
Date: 1/22/16 - 4/8/16
Continuing Education Registration Form - Spring 2016

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

<table>
<thead>
<tr>
<th>Course Number</th>
<th>CRN Number</th>
<th>Course Title</th>
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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.

Check one: Are you a New Student ☐ Returning Student ☐

ID Number* Date of Birth

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 Title

Grand Total

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

Check which category describes you best: ☐ 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 Vietnam Era Veterans Readjustment Act of 1974, The Elliott-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.

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For more information, please contact the School of Continuing Education at 313-496-2704 or mbunke1@wcccd.edu
Wayne County Generation Cyber (WCGC) offers an innovative 2-year Associates in Applied Science degree, 1-year certificate, and Short-Term Certificate (one semester) program based on the National Initiative for Cybersecurity Education (NICE) framework. Students will utilize virtual environments, including Cybersecurity simulations and game-based learning, to demonstrate mastery of competencies, knowledge and skills, while preparing for industry recognized Cybersecurity certifications.

**POTENTIAL EARNING:**
Cybersecurity Professionals use their expertise and knowledge to continuously monitor and analyze databases, networks, hardware, firewalls and encryption to mitigate risk. Cybersecurity professions and minimum earnings based on experience and level of education are below:

- **Systems Security Analyst** ................................................................. $42,169
- **Security Awareness Coordinator** .................................................. $40,000
- **IT Quality Assurance Specialist** ................................................... $48,000
- **Research and Development Engineer** .......................................... $43,592
- **Business Intelligence Analyst** ....................................................... $44,680


**WHAT IS YOUR NEXT STEP?**
*Call Economic and Workforce Development at 313-496-8203 to attend an informational session.*
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
Wayne County Community College District Partners with Plus 50 Group

Wayne County Community College District has provided programs and services that will make it easier than ever for adult learners to earn credit in high demand fields such as Healthcare. We offer support and flexibility to help the students choose a course of study, scheduling classes, and apply for financial aid.

The Plus 50 Initiative is a project to benchmark and showcase the most current and innovative programs at community colleges that engage learners age 50 and over. Organized by the American Association of Community Colleges, the Plus 50 Initiative invests in community colleges to create or expand campus programs that engage the plus 50 student population, with a focus on workforce training and preparing for new careers.

The demand for an educated workforce has never been greater! To remain competitive in the job market, many older adults are returning to school for additional training and to complete degrees or certificates that increase their earning potential. Their expanded knowledge and skills can bring added value to a business. Through the Plus 50 Encore Completion Program, Wayne County Community College District offers support and flexibility to help adults reach their goals.