Enrich Your Life

Public Speaking--
Talk On Your Feet (see page 21)

The Art of the Ghost Story--
Writing Workshop
(see page 45)

Bean Bag Chair Meditation--
Meditation Made Easy (see page 25)

Ongoing classes offered from Sept.-Dec. 2017

REGISTER ONLINE OR BY PHONE:
www.ECCommunityEd.com
310.660.6460
**Welcome to Community Education!**

**ABOUT COMMUNITY EDUCATION**

El Camino College’s Community Education department provides short-term, not-for-credit classes, workshops, career-training programs and events designed for professional and/or personal development with a special emphasis on inspiring a sense of wonder and imagination toward life-long learning. College credit is not given for classes conducted by the Community Education department. There are no transcripts or grades. Community Education is a self-supporting entity of the college and is not funded by taxpayer dollars. We are here to help! If you have a special interest or particular need for a class, please send us your suggestion(s) to commed@elcamino.edu.

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**Bath Products (shampoo, shower gel & bubble bath) #119697**

In this fun, hands-on class, students will discover simple techniques for making one-of-a-kind bath products (shampoo, shower gel, bubble bath, bath salt & exfoliate). Topics include: Ingredients and equipment, where to obtain supplies, tips for making bath gels, adding herbs or glycerin extracts, and aroma therapeutic effects of oils. Why purchase expensive commercial bath products when you can delight in making your own? Class is hands-on so please dress accordingly. $30 materials fee covers the cost of the project materials needed to get started in class and is payable directly to the instructor.

**Instructor Quayum Abdul has many years of experience in teaching soap, candle making and various other subjects at community colleges throughout southern California.**

Saturday, September 16, 2017, 9:00 AM - 12:00 PM

**Tuition: $55**
**Instructor: Quayum Abdul**
**Location: Chemistry Room 103**
**Materials Cost: $30**

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**Cold Process Soap Making From Scratch #119718**

Want to know how to use the cold process soap making method to create soap completely from scratch? Well, this class will explain to you A to Z cold process soap making so that you can create beautiful handmade soaps right in your kitchen. Oh, and don’t worry about your experience level, it really doesn’t matter. This class ranges from beginner to advanced. Whether you are a complete novice or a soap making pro you’ll have fun and learn something new about making soap at home. Class is hands-on; please dress accordingly. $30 materials fee covers the cost of the materials to get you started with project in class and is to be paid directly to the instructor.

**Instructor Quayum Abdul has many years of experience in teaching soap, candle making and various other subjects at community colleges throughout southern California.**

Saturday, November 11, 2017, 9:00 AM - 12:00 PM

**Tuition: $55**
**Instructor: Quayum Abdul**
**Location: Chemistry Room 103**
**Materials Cost: $30**

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**DIY Laundry Detergent #119721**

Make your own all-natural laundry detergent for a fraction of the cost of store-bought versions. It’s safe to use in any washing machine, rinses out completely, and will leave your laundry clean and fresh smelling. Homemade detergent gets your clothes just as clean as major commercial brands, but is less toxic to the environment. Also, for allergy suffers, you can make perfume-free, filler-free detergent that will help alleviate allergic reactions to ordinary detergent. Natural and organic product lovers will love this class! This is a hands-on workshop class, please dress accordingly. $20 supply materials fee is payable to instructor.

**Instructor Quayum Abdul has many years of experience in teaching soap, candle making and various other subjects at community colleges throughout southern California.**

Saturday, October 7, 2017, 9:00 AM - 12:00 PM

**Tuition: $55**
**Instructor: Quayum Abdul**
**Location: Chemistry Room 103**
**Materials Cost: $20**

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**Belly Camp (A Belly Dance Workshop!) #800074**

This intensive workshop will sharpen your belly dance skills and keep you in shape over the holidays. Taught by 3-time Belly Dancer of the Universe Competition Trophy Winner Regine Costello, the sessions will focus on isolations, drills, combinations, and performance practice. This class is a hands-on, fun, camp style workshop. No previous belly dance experience is necessary. Tuition: $55

**Instructor: Regine Costello**
**Location: Chemistry Room 103**
**Materials Cost: $20**

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Continues on next page...
veil work and cymbal technique. A complete belly dance workout, this workshop is appropriate for cabaret and tribal style belly dancers of all levels. An additional $48 materials fee paid directly to the instructor is optional to purchase veil and cymbals.

Mon, Wed, Fri 7:00 PM - 8:30 PM; 4 sessions; starting December 11, 2017, ending December 18, 2017
Tuition: $79
Instructor: Regine Costello
Location: El Camino College

Bollywood Dance Fitness #140006

Spice up your workout and boogie to the Bollywood beat! Films like Slum Dog Millionaire and TV shows like So You Think You Can Dance? have inspired a craze for the fun dance genre called Bollywood. Bollywood dancing is the popular name used for modern Indian dancing that incorporates both classical and folk-style dances of India with Western styles of dance. The class begins with a sultry warm-up to get you in the mood to groove Bollywood-style. Next, students break out in shimmies and bops, moving to the beat just like a Bollywood beauty. This class is fun for everyone! All levels welcome.

Saturday 3:00 PM - 4:00 PM; 8 sessions; starting 9/30/2017, ending 11/18/2017
Tuition: $79
Instructor: Regine Costello
Location: El Camino College

Shake and Shimmy Saturdays: Belly Dance (Beginning) #800031

Have you always wanted to learn to belly dance? Now’s the time to get your shake and shimmy groove on! Join us for shake and shimmy Saturdays with award-winning instructor, Regine Costello. Warning: Once you learn a few belly dance moves, you’ll never want to stop. In this low-impact, high-fun dance class, you’ll learn cool swanky moves such as the snake arms or I Dream of Genie-like head tilts. You’ll get lost day dreaming of an exotic desert oasis while learning to glide and flutter like a butterfly with your dance veil. Plus, you’ll also get to learn to play a new instrument—nothing sounds more beautiful than the sound of finger cymbals. All of this and more, while you shimmy ‘til you drop! Recommended belly dance gear (as discussed at your first class) includes a veil, cymbals, and a hip scarf, all of which are optional. Some items may be purchased directly from the instructor: i.e. $48 materials fee may be paid directly to the instructor for purchase of a belly dance veil and cymbals.

Saturday 3:00 PM - 4:00 PM; 8 sessions; starting 9/30/2017, ending 11/18/2017
Tuition: $79
Instructor: Regine Costello
Location: El Camino College

PERFORMING ARTS

Stand-up Comedy Workshop #5260001

Get ready to giggle! Tap into your own creative genius and rock the audience with humor. Learn joke writing, improvising skills, how to create characters while developing your stage persona and connecting with any type of audience. Your classroom for this hilariously funny and insightful workshop-style course takes place at The Clown House, a real-life performance studio. You’ll get to try out your act on stage work andRefine: Bhangra beauty. This class is fun for beginners moving to the beat just like a Bollywood beauty. This class is fun for everyone! All levels welcome.

Saturday 3:00 PM - 4:00 PM; 8 sessions; starting 9/30/2017, ending 11/18/2017
Tuition: $79
Instructor: Regine Costello
Location: El Camino College

Shake and Shimmy Saturdays: Belly Dance (Beginning) #800031

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Saturday 3:00 PM - 4:00 PM; 8 sessions; starting 9/30/2017, ending 11/18/2017
Tuition: $79
Instructor: Regine Costello
Location: El Camino College

PERFORMING ARTS

Stand-up Comedy Workshop #5260001

Get ready to giggle! Tap into your own creative genius and rock the audience with humor. Learn joke writing, improvising skills, how to create characters while developing your stage persona and connecting with any type of audience. Your classroom for this hilariously funny and insightful workshop-style course takes place at The Clown House, a real-life performance studio. You’ll get to try out your act on a real stage with a real microphone in hand and lights shining down you. At the end of the course, students will have an opportunity to perform a stand-up piece as part of Comedy Revival Showcase at Hollywood’s famous Comedy Store.

Instructor Adam Barnhardt, originally from Dallas, Texas started his comedy career in New York City performing at The Comic Strip, Caroline’s, Stand Up NY, and Gotham, among others. Based in Los Angeles since 1994 Adam has worked steadily as a professional comedian, coach, actor and Comedy-Therapist. He has performed stand up comedy internationally in London and all over the United States. You can see him regularly at The Comedy Store, The Improv, and The Laugh Factory in Hollywood. www.barnhardtcomedy.com

Sat 10:00 AM - 12:00 PM; 6 sessions; starting September 2, 2017, ending October 7, 2017
Sat 10:00 AM - 12:00 PM; 6 sessions; starting October 14, 2017, ending November 18, 2017
Tuition: $99
Instructor: Adam Barnhardt
Location: The Clown House

Frankenstein & Bride of Frankenstein Life Drawing #100013

Life drawing in celebration of the bicentennial anniversary of the publication of Mary Shelley’s Frankenstein with Frankenstein and the Bride of Frankenstein-inspired models! Bring your portable drawing pad and favorite drawing pencils/pens to experience this unique drawing session taking place in an art installation environment by the artists of Regner Godoy Projects who will convert a decommissioned classroom module/trailer into an environment that

Continues on next page...
**Frankenstein Life Drawing continued from page 7...**

evokes the stormy summer at the Villa Diodati (Lake Geneva, Switzerland) where Shelley wrote Frankenstein during the summer of 1816. The morning session (10am-1pm), we will offer quick and moderate-length poses. The afternoon session (2pm-5pm), will offer a single three-hour pose. $20 per session. Open for all level of artists interested in drawing the nude model. Bring your own drawing and painting materials. Must be 18 years or older to attend. Limited seating, advanced registration required.

**Instructor Michael Van Overbeck**  
has studied at the Art Center College of Design, the Art Academy of Los Angeles, and the American Animation Institute.

Quick Poses #48457 Sunday 10:00 AM - 1:00 PM; starting 9/24/2017, ending 9/24/2017  
Tuition: $15  
Instructor: Michael Van Overbeck  
Location: Art & Behavioral Sciences Room 205, 209  
Long Poses # 48458 Sunday 2:00 PM - 5:00 PM; starting 9/24/2017, ending 9/24/2017  
Tuition: $15  
Instructor: Michael Van Overbeck  
Location: Art & Behavioral Sciences Room 205, 209

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**Life Drawing/Painting**  
#100013  
Join us for a relaxing Sunday as we open our doors to the Life Drawing and Painting marathon. In the morning session (10am-1pm), we will be offering quick and moderate-length poses. In the afternoon session (2pm-5pm), we will be offering a single three-hour pose. $15 per session. Open for all artists interested in painting or drawing the nude model. Bring your own drawing and painting materials. Must be 18 years or older to attend.

Quick Poses #48457 Sunday 10:00 AM - 1:00 PM; starting 9/24/2017, ending 9/24/2017  
Tuition: $15  
Instructor: Michael Van Overbeck  
Location: Art & Behavioral Sciences Room 205, 209  
Long Poses # 48458 Sunday 2:00 PM - 5:00 PM; starting 9/24/2017, ending 9/24/2017  
Tuition: $15  
Instructor: Michael Van Overbeck  
Location: Art & Behavioral Sciences Room 205, 209

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**Bartending Courses (online) #210126**  
http://www.barprofessional.com/elcamino

What sets these courses apart from others is that we have developed formulas and techniques to help you learn the overwhelming amount of information bar professionals must know. The Master Code of Mixology™ is our branded method of instruction setting standards for the bar industry.

Designed to be comprehensive and easy to learn, you will be a respected professional, as long as you put the time in to study the material. We have created a step-by-step formula for bartender training using the most up-to-date methods of instruction in your own home. Follow along with your online instructor as you work hands-on to complete the exercises, activities and drills.

- We will show you how to pour shots without counting.
- We will teach you techniques to help you pour liquor like a pro.

Course offerings include:
- Basic Level Bartending $39
- Professional Level Bartending $99
- Expert Level Bartending $119
- Master Level Bartending $219
- Bar Management $79
- Master Level
- Bar Management $219
- The Basics of Wine Service $39
- How to Start a Mobile Bar Service $39

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**How To Start a Construction or General Contracting Business: Contractors State License Board Exam Preparation #300131**

Properly prepare yourself to pass the Contractors State License Board exam with this comprehensive preparation course. Your success relies on how well you prepare for the exam and this class will surely provide you the knowledge and tools necessary for exam success. Students will learn essential information related to the exam as it pertains to the California State License board construction law and business requirements. Course topics include starting a company, human recourses, business requirements, insurance and bonding, contracts, public works, safety and legal issue (liens, collections, and civil codes). Material fee covers the cost of text book/study guide.

**Instructor Michael Williams** has more than 25 years experience with helping people pass the California Contractors State License Board (CSLB). He is an experienced consultant assisting business owners with properly understanding contractor policies and procedures. His specialty is prime/subcontractor match making and he is qualified as a small business consultant by the State of California, the County of Los Angeles, Port of Long Beach, LA Unified School District and the Metropolitan Water District.

Saturday, September 23, 2017  
8:00 AM - 12:00 PM  
Tuition: $99  
Instructor: Michael Williams  
Location: El Camino College, ITEC 116  
Materials Cost: $50

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**DMV Auto Wholesale Certificate—Start an Auto Wholesale Business! #210153**

Make $3K-$6K per month buying, selling or exporting wholesale cars from home. Students will learn step-by-step directions on how to obtain an auto dealer license and how to operate a profitable used-car business. By the end of this course, students will know how to and where to buy vehicles, motorcycles, commercial, off-road and RV’s at wholesale prices and sell for a profit. Tips on how to supplement your 9-5 with $3,000 - $6,000 income per month on a part-time basis will also be provided. Students will receive a DMV Certificate of Completion at the end of the class.

Mon, Tue 6:00 PM - 9:00 PM; 2 sessions; starting November 13, 2017, ending November 14, 2017  
Tuition: $89  
Instructor: Ronald Williams  
Location: El Camino College  
Materials Cost: $25

**Instructor Ronald Wayne Williams** is an authorized DMV occupational licensing education instructor. He also maintains a lucrative auto dealer business and a California insurance agency.

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Certified Food Protection Manager #300123

Attention food operation owners, kitchen managers and food handler supervisors! This one day class prepares you to take the examination needed to certify or recertify you as a Certified Food Protection Manager (CFPM). This certification requirement is mandated by California State law for all retail food operations (restaurants, cafes, markets, mobile carts, caterers, etc.) and is enforced by local health departments. A CFPM is a certificate that is to be obtained by the owner or employee of food facilities that prepare, handle, or serve non-prepackaged potentially hazardous food. There shall be at least one CFPM person at each food facility. El Camino College (this course, the instructor/proctor, etc.) is on Los Angeles County Health Department’s list of approved trainers and certification providers. The certification is accepted by all health departments in California and nearly all jurisdictions across the United States.

Important: Pre-registration required! Walk-in registration is not available for this class.

Exam/Materials Fee: Students will sit for the exam during the last two hours of class. The $31 materials fee covers the cost of the National Registry of Food Safety Professionals (nationally accredited, third party certifying organization) exam and will be collected by El Camino College upon registration along with the course fee.

Pre-class preparation: Students are expected to familiarize themselves with food protection concepts prior to attending class. Numerous sources of food protection information are available to help you prepare for the exam. Students may also utilize an online refresher training module and study manual developed specifically for this course. The training link and manual are to be requested directly from instructor Gevork Kazanchyan by emailing him at gev.kaz@gmail.com. All other class related matters should be directed to the Community Education office: Call 310-660-6460

Instructor Gevork Kazanchyan was a Los Angeles County Public Health Officer for 7 years. He is a Professor of Food Safety and directs the Food Protection Manager Certification programs at both College of the Canyons and El Camino College. Gev is also a Professor of Environmental Health at his alma mater, California State University at Northridge. He is a Registered Environmental Health Specialist with the California Department of Public Health and a Certified Professional in Food Safety with the National Environmental Health Association.

Saturday, November 4, 2017 8:00 AM - 5:00 PM
Tuition: $89
Instructor: Gevork Kazanchyan
Location: El Camino College
Material Fee: $31

Introduction To Voiceovers (Getting Started In Voice Acting) #210146

Are people always telling you that you have a great voice? Do you often find yourself listening to your favorite audiobook, commercial or cartoon character and thinking, “I could do that”?!? This fun and empowering two hour introductory workshop covers the different types of voiceovers and what tools are needed in order to find success in the industry. You’ll be coached as you perform a real voiceover script and be recorded so that you can receive a professional voiceover evaluation later. After class you will have the knowledge necessary to help you decide if this is something you’d like to pursue. Taught by a professional voice actor from the Voice Acting Training Company, Voices For All.

This class is taught by a professional voice actor from the voice acting training company, Voices For All. The Voices For All Voice Coach/Producer/Instructors have many years experience in the voice over industry, and are the masters at teaching all of the information pertinent to making it in Voice Acting. These instructors not only deliver the highest quality education and coaching to their students, but their unique enthusiasm and expertise bring an element of fun and excitement to the classroom as well.

Saturday, December 9, 2017 10:00 AM - 12:00 PM
Tuition: $59
Instructor: Voices For All
Location: El Camino College

Makeup Artist 101 Certificate Seminar #300116

Are you a cosmetologist who wants to offer more to your customers? Or do you just love make-up and want to know everything there is to know about applying beautiful make-up? Then, this class is for you! Jennessy will teach you the step-by-step stages of make-up application:

1) Skin care and prep — why and how it affects your make-up applications.
2) Foundations — how to pick out the correct color and coverage for each application.
3) Brushes — the functions for each shape and style.
4) Eye shadows — color techniques.
5) Basic everyday looks and the smokey looks.
6) Wedding application including prep for lighting and camera work.
7) Music-video applications.
8) How to apply false lashes. This class will teach you the most valuable and essential make-up artist skills. Upon completion, students will be eligible to receive a Certificate of Completion. *Materials fee covers products to be used during hands-on class work including brushes, shadow palette, blush, sponges and usage of the instructor’s complete kit. Note: Please bring a bottle of oil-based make-up remover (i.e. Almay), a pack of face wipes (i.e. Ponds) and one fashion or tabloid magazine. *Please note: If you would like to receive a beautifully created Certificate of Completion with the El Camino College emblem and your name indicated, after successful completion of this course, mail in or phone in your request to the Community Education office along with $10 per certificate.

Continues on next page...
**Personal Fitness Trainer Certification (Course + Certification Exam)**

**#8360002**

Come join this fun profession and be a part of what Fortune Magazine & ABC NEWS.com states as the 4th hottest job in the U.S. at a national average of $34 an hour. Employers like 24 Hour Fitness, LA Fitness and Gold’s Gyms are just a few of the club groups that seek out our graduates. Whether a career move or for your own personal knowledge get all the information you need to become a Certified Personal Trainer. This challenging course is taught over a 5-week period for better retention and skill competency with the national certification exam held on the 6th week. This course is formatted as a 60-hour program and is comprised of 15 hours of lecture (9am-12pm), 15 hours of hands-on-practical training (1pm-4pm) and a 30-hour internship that networks many graduates right into a job. The course prepares you for success with key topics that include biomechanics, exercise physiology, fitness testing, and equipment usage and health assessment. CPR/AED is needed to receive the certificate (Certification class offered through El Camino College Community Education, call 310-660-6460). Textbook is required and not included in course fees. Call WITS Education to order the text book and begin reading immediately 888-330-9487 (www.witseducation.com) Saturday 9:00 AM - 4:00 PM; 7 sessions; starting 10/14/2017, ending December 2, 2017 (No class on November 25, 2017)

Tuition: $699  
Instructor: World Instructor Training Schools  
Location: ITECH 116

**FREE Information Session #8360001**

This FREE 1-hour Personal Fitness Training Orientation is designed to provide information for anyone interested in the fitness profession or in becoming a fitness trainer. This lecture includes a brief overview of the industry and professional trends while allowing ample time for a Q & A session. Topics include personal training, group exercise, senior fitness, children’s fitness, fitness management and aqua fitness. RSVP Required. Please call 310-660-6460 to reserve your seat.

**Instructors of W.I.T.S (World Instructor Training Schools) are approved CEU providers for the American Occupational Therapy Association (AOTA), National Certification Board for Therapeutic Massage & Bodywork (NCBTMB), Veterans Training and Education, the International Association of Continuing Education and Training (IACET). The American Council on Education has recommended 3 undergraduate academic credits for this course.**

**Saturday 11:00 AM - 12:00 PM; September 9, 2017**  
Location: Decathlon Rm (Bookstore Bldg., 2nd floor)

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**Solar Panel Installation Training 101 #3470001**

Installing solar panels are becoming more and more popular. Thousands of home & commercial owners are looking for “Solar Installers” to install solar panels on their roof-top. Thousands of experienced solar installers are doing the same kind of work as independent contractors. In fact, independent contractor positions are in high demand. By 2020, 65% of solar installation will be done by independent solar installers. This course will prepare participants to design and install solar photovoltaics on roof-tops. This class will cover solar, electrical, and city code as well as electrical writing. Materials fees $40 (Covers printed copies & CDs) to be paid to the instructor on the first day of class. Optional information on how to receive hands-on training on real world installation with Grid Alternatives will be available to students upon request.

**Instructor Quayum Abdul** has been an instructor in solar system design and installation since 2010. He has contributed several research papers on Solar Energy to several National and International Solar Energy Conferences.

**Mon, Wed 6:00 PM - 10:00 PM; 5 sessions; starting November 6, 2017, ending November 20, 2017**

Tuition: $199  
Instructor: Quayum Abdul  
Materials Cost: $40

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**Career Prep Workshop--Landing the Allied Health Job of Your Dreams #300155**

**NEW!**

Are you a Medical Assistant, Pharmacy Technician or Medical Billing student? Then this one-day workshop will help you land the job of your dreams! By the end of the day you will be prepared to enter the allied-health workforce with confidence and ease by learning the key skills needed to work in any medical environment. Get ready to be the master of your own universe by learning how to prepare a professional portfolio, how to navigate medical business office dynamics, how to eliminate the fear of interviewing and how to promote yourself as a professional. No previous job experience needed, just a strong desire to make a shift into a new career.

**Instructor Julie Spathopoulos** is an Executive Recruiter who has worked alongside some of the top healthcare companies and hospitals in Southern California. Her extensive experience teaching and recruiting has helped guide many career-seeking students toward gainful employment.

**Sun 9:00 AM - 5:30 PM; December 3, 2017**

Tuition: $125  
Instructor: Julie Spathopoulos  
Location: El Camino College
Certified Phlebotomy Technician Course CPT1
#234033

*Employment of phlebotomists is projected to grow 25 percent from 2014 to 2024, much faster than the average for all occupations. In the state of CA, the average hourly mean wage for phlebotomists is $19.89. –Bureau of Labor Statistics (May, 2016)*

Phlebotomy Technicians are in demand as one of the fastest growing occupations in healthcare. Launch your career as a Phlebotomy Technician, collecting blood samples from patients in a hospital, clinical laboratory, medical office, or clinic. Through lectures and hands-on training, learn what you need to know about the circulatory system, venipuncture technique and specimen collection, risk factors and complications, and quality assurance. This course provides a complete learning experience—with 48-hour classroom instruction and a 40-hour hands-on externship. It also prepares you to take the National Certification exam to become a Certified Phlebotomy Technician 1 (CPT1). A certificate of completion is awarded upon successful completion of the course. Course fee includes books, supplies, study guides, all class materials, Exam preparation and externship. Payment plan available; $665.00 due at the time of Registration. Tuition does not include required State License fee of $100.00 or the National Certification exam fee of $115.00.

**Prerequisite:** You must be at least 18 years old and have a high school diploma or equivalent.

Sat 9:00 AM - 3:30 PM; 8 sessions; starting September 30, 2017, ending November 18, 2017

**Tuition:** $1,995

**Location:** El Camino College

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**NEW!**

FREE Information Session/ Orientation #234034

Attend this free information session and mandatory orientation to learn all about El Camino College’s Phlebotomy Technician training course.

**FREE to attend, reservation required, call 310-660-6460.**

**September 9, 2017**

Sat 9:00 AM - 10:00 AM

**Location:** Decathlon Rm (Bookstore Bldg, 2nd floor)

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Medical Assistant Training Program

Pay per module or purchase entire 6-module series + Externship at discounted rate $3,999!

240 total classroom hours + 160 Externship hours

**Textbook and clinical supplies included!**

**Upcoming Start Dates:**

- Saturdays: 8:30am-5:00pm
  - Saturday, September 23, 2017!
  - Saturday, November 4, 2017!

**Call to schedule information session with instructor (310) 660-6460.**

Begin enjoying a fulfilling and rewarding career caring for others! As a certified Medical Assistant, you’ll have the opportunity to work in a variety of care settings assisting newborns to senior citizens. A highly qualified Medical Assistant can make or break a Doctor’s office, clinic, or hospital. Set yourself apart from the rest, become the best at El Camino College. Enroll now in our top-notch Medical Assistant training program under the guidance of our highly-qualified and experienced instructor, Leonor Gonzalez.

In just 30 weeks of lecture, labs, and “real-life” hands-on practice and a 160-hour externship/apprenticeship, you will be optimally prepared to perform all required tasks and duties required in an ambulatory care or outpatient care facility. Upon successful completion of the program, you will be qualified to apply for Certification with the California Certifying Board for Medical Assistants, www.ccbma.org.

**Component/OSHA/Medical Asepsis**

- Medical Assistant 1: Introduction to Medical Assisting  #234023  $675
- Medical Assistant 2: Anatomy & Physiology / Body Systems I  #234024  $575
- Medical Assistant 3: Anatomy & Physiology / Body Systems II  #234025  $575
- Medical Assistant 4: Anatomy & Physiology / Body Systems III  #234026  $575
- Medical Assistant 5: Clinical Component/OSHA/Medical Asepsis  #234027  $575
- Medical Assistant 6: Administrative Component  #234028  $575
- Medical Assistant: Externship/ Apprenticeship  #234029  $799

Instructor Leonor Gonzalez is a highly sought-after instructor with an engaging and caring teaching style. She brings more than 20 years of experience in the medical field to her classroom—including work in rheumatology and clinical research. She holds a Bachelor in Higher Education Management from Everest University (formerly Florida Metropolitan University) and obtained her teaching credential in Health Sciences & Medical Technology from LACOE.

**Location:** El Camino College, CHEM 101

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Free Information Session

Free orientation meeting for anyone interested in enrolling in the Medical Assistant training program. Attend this orientation to meet the instructor Leonor Gonzalez, learn all the specifics of the program and the opportunities waiting for you as a Medical Assistant. Free to attend, registration required, call 310-660-6460.

**Saturday, September 9, 2017**

10:00 AM - 11:00 AM

Instructor: Leonor Gonzalez

**Location:** Decathlon Rm (Bookstore Bldg, 2nd floor)
Pharmacy Technician Training Program
#3240001

Pharmacy Technician jobs are among the fastest growing occupations! 32% growth expected by 2020.

Train to become a licensed pharmacy technician in as little as 7 months! In this 260-hour program, you will learn what it takes to become a successful pharmacy technician. Topics covered include: pharmacology for technicians, pharmacy law and regulations, sterile and non-sterile compounding, quality assurance, and medication safety. Learn what it takes to assist the pharmacist in preparing and mixing prescriptions, maintaining patient records, purchasing and inventory management, billing and reimbursement, and more. Program includes a 120-hour externship where you will receive hands-on training in a pharmacy under the direction of a pharmacist. Upon successful completion of the Pharmacy Technician program, you will be eligible to apply for your California Pharmacy Technician License. Your tuition includes affidavit screening required for externship, liability insurance, and certificate of completion. This program fulfills the education requirements of the California Board of Pharmacy (Business and Professions Code Section 4202) for pharmacy technician licensure. Textbook, lab coat/scrubs, license application fee are not included in tuition. Textbook: Pharmacy Practice 6th Edition/Pharmacy Labs 3rd Edition/Pocket Drug Guide/Course Navigator ISBN 978-0-76387-719-4. Salary Information: $40,170 Annual Mean Wage in California (Source: https://www.bls.gov)


Tuition: $2,499
Instructor: Stephen Francis, CPhT
Location: Manhattan Beach Blvd Modules (MMBM) 135

FREE Information Session #3240002

FREE orientation meeting for anyone interested in enrolling in the Pharmacy Technician Training Program. Attend this orientation to meet the instructor, learn all the specifics of the program and the career opportunities waiting for you as a Pharmacy Technician.

Saturday, September 9, 2017, 10:00 AM - 11:00 AM

FREE to attend, reservation required, call 310-660-6460.
Location: Alondra Rm (Book Store Building)

CPR & FIRST AID

Heartsafer® First Aid and CPR AED #2850001

This American Heart Association Heartsaver course provides first responders with training in basic First Aid and CPR AED procedures — including the first aid skills recommended by OSHA — in a format that can be delivered in a single day. Course fee includes American Heart Association instructional booklet, certification card and all course instructional materials. The course covers: First Aid Basics Medical Emergencies Injury Emergencies Environmental Emergencies Adult CPR AED Adult Choking Child CPR AED Infant CPR Child and Infant Choking The Heartsaver® First Aid CPR AED course is intended for all individuals who have a duty to respond to a first aid or cardiac emergency because of job responsibilities or regulatory requirements, including: security and airline personnel camp counselors police and firefighters teachers and day-care workers workers physical/fitness trainers other individuals who want or need first-aid training This Course is Recommended for: Teachers, Fitness Trainers, Safety Guards, and Laypeople. For Healthcare Providers & Professional Rescuers, please enroll in the BLS for the Healthcare Provider course.

Instructors provided by CPRfun.com founders Tom Cunningham and Mary Cunningham. Tom trained as a registered nurse in the Emergency Department of Los Angeles County-USC Medical Center. Mary is trained as an Emergency Medical Technician. Mary & Tom have been teaching for more than 20 Years.

Saturday, September 16, 2017, 8:00 AM - 4:30 PM
Saturday, October 21, 2017, 8:00 AM - 4:30 PM
Saturday, November 18, 2017, 8:00 AM - 4:30 PM
Tuition: $79
Instructor: Mary Cunningham
Location: El Camino College, MBBM 138

BLS for the Healthcare Provider #2850002

This BLS (Basic Life Support) for the Healthcare Provider course is designed to provide a wide variety of certified or noncertified, licensed or non licensed, healthcare professionals such as physicians, nurses, paramedics, emergency medical technicians (emt), or respiratory, physical, occupational therapists, physician’s assistants, residents, fellows, interns, medical/ nursing students, aides, medical/ nursing assistants, and other allied health personnel with the skills to keep people alive until they can be brought to a hospital or be treated with emergency medical technicians (emt), or respiratory, physical, occupational therapists, physician’s assistants, residents, fellows, interns, medical/ nursing students, aides, medical/ nursing assistants, and other allied health personnel with the skills to keep people alive until they can be brought to a hospital or be treated with more advanced lifesaving measures. Course fee includes American Heart Association instructional booklet, certification card and all course instructional materials.

Saturday, September 23, 2017, 8:00 AM - 4:30 PM
Tuition: $69
Instructor: Mary Cunningham
Location: El Camino College, MBBM 138
Medical Billing and Coding Training Program

Pay per module or purchase the entire 7-module series at discounted rate $1,599!

Upcoming Start Dates:
Choose between a Monday or a Saturday class! Saturdays 9am – 3pm or Mondays 8:30am – 2:30pm.
• Saturday, September 30, 2017
• Monday, October 2, 2017
• Monday, November 13, 2017
• Saturday, November 18, 2017

According to the Bureau of Labor and Statistics, the medical billing and coding field is expected to grow by 21% between now and 2020. That’s almost 40,000 job openings in the next six to seven years.

In this intensive 100-hour job training program, you will gain the tools and knowledge necessary to become a medical billing professional. This series provides students with basic knowledge of the national diagnostic and procedural coding systems as well as introduces the process of filing claim forms. During the coming decades, demand for highly-skilled health-information professionals will continue to exceed the supply.

Complete all 7 Medical Billing modules to earn a certificate of completion from El Camino College Community Education. Upon successful completion of the El Camino College Medical Billing & Coding Training series, professional certification with the National Healthcareer Association (NHA) as a Certified Billing and Coding Specialist Certification (CBCS) exam is recommended. Further seek advanced professional coding certification with other national medical coding exam organizations such as the Academy of Professional Coders (AAPC) or the Certified Professional Coder (CPC) exam. Please note: Practical coding experience of 6 months to two years recommended prior to taking one of the advanced coding certification exams.

Course Module Descriptions:
You may now complete the modules out of sequence. You must complete all 7 modules to earn a Certificate of Completion.

Medical Billing 1: Medical Terminology 1 #230034 $345
Medical Billing 2: Medical Terminology 2 #230039 $345
Medical Billing 3: Medical Office Procedures-Administrative #6780006 $345
Medical Billing 4: Medical Coding ICD-10-CM #6780003 $199
Medical Billing 5: Medical Coding CPT #6780004 $199
Medical Billing 6: Medical Billing and Reimbursement #6780001 $475
Medical Billing 7: Medical Information Technology #230040 $125

Instructor Novella Reed-Miles brings more than 15 years of Health management work experience to the classroom. Ms. Reed-Miles has worked for such high-profile companies as Aetna, Inland Empire Health and College Health IPA. She is a fun, enthusiastic, and passionate instructor with more than 6 years of Medical Billing teaching experience.

FREE Information Session
Attend the information session on Saturday, September 9th 11am-12pm or call to schedule a phone information session 310-660-6460.

“Novella [Reed-Miles] is very knowledgeable and attentive. She is patient and excellent at motivating the class to ask questions and to be team players. It makes the class go by so quickly!”

–Medical Billing & Coding Student

“National Healthcareer Association*(NHA)*

Certified Billing and Coding Specialist Certification (CBCS) Exam

Are you ready to get certified?! Having the CBCS certification status will give you an extra advantage when searching for Medical Billing jobs. Upon successful completion of the Medical Billing and Coding Training Program, you may now take the National Healthcareer Association (NHA) Certified Billing and Coding Specialist Certification (CBCS) exam here on the El Camino College campus! El Camino College Community Education in partnership with the National HealthCareer Association (NHA) now offers select dates for students that have completed the Medical Billing and Coding Training Program to sit for NHA’s Certified Billing and Coding Specialist Certification exam.

Purchase your exam package through El Camino College

Fall Exam Dates:
Sat., Nov. 4, 2017 10am-12pm
Thur., Dec. 7, 2017 10am-12pm

**NEW!**

National HealthCareer Association (NHA) Certified Billing and Coding Specialist Certification (CBCS) Exam

Are you ready to get certified?! Having the CBCS certification status will give you an extra advantage when searching for Medical Billing jobs. Upon successful completion of the Medical Billing and Coding Training Program, you may now take the National HealthCareer Association (NHA) Certified Billing and Coding Specialist Certification (CBCS) exam here on the El Camino College campus! El Camino College Community Education in partnership with the National HealthCareer Association (NHA) now offers select dates for students that have completed the Medical Billing and Coding Training Program to sit for NHA’s Certified Billing and Coding Specialist Certification exam.

Purchase your exam package through El Camino College

Fall Exam Dates:
Sat., Nov. 4, 2017 10am-12pm
Thur., Dec. 7, 2017 10am-12pm

Choose and purchase one of three exam package options:

1) $85 to be provided online access to the practice assessment, the exam, and the exam proctoring fee.
2) $95 to be provided online access to the study guide tutorial, the exam, and the exam proctoring fee.
3) $125 to be provided online access to the study guide tutorial, online access to the practice assessment, the exam, and the exam proctoring fee.

Once you have purchased an exam package through El Camino College, you next must log onto NHA’s website www.nhanow.com and register for the specific El Camino College exam date you wish to take the exam. Your NHA exam registration date will ONLY be confirmed by El Camino College upon confirmation of your paid registration with El Camino College.

Best of luck! Get certified!
Veterinary Assistant Training Program #8300001

Do you LOVE animals?! Are you addicted to cute animal videos and all the Animal Planet shows? Then why not start a career working with adorable, loving, amazing animal creatures every day of your life?!

Enroll now in this purrrr-fect meowy woof woof of a course to learn to become a Veterinary Assistant. As a Veterinary Assistant, you will learn how to help the Veterinarian or the Veterinarian Technician in their daily tasks. You will learn the proper way to feed, water, and examine pets for signs of illness, disease, or injury, and how to clean and disinfect cages and work areas, as well as sterilize laboratory and surgical equipment in laboratories, animal hospitals, or clinics. This course combines 35-hours of classroom instruction with a 24-hour voluntary externship to provide you with a complete learning experience (59 total hours). Upon successful completion, you will honored with a certificate of completion from El Camino College and a big hug from your own cat or dog! Textbook: Elsevier’s Veterinary Assisting Textbook, 2nd Edition by Margi Sirois EdD MS RVT LAT

Saturday 9:00 AM - 4:30 PM; 5 sessions; starting October 14, 2017, ending November 11, 2017

Tuition: $799
Instructor: Jenia Donaldson
Location: ITEC BLDG - Industry Tech Education Center 112

FREE Information Session #210157

Free information session for anyone interested in enrolling in the Veterinary Assistant Training program. Attend this orientation to meet the instructor Jenia Donaldson, learn all the specifics of the program and the job opportunities waiting for you as a Veterinary Assistant.

Free to attend, reservation required: Reserve online at www.ECCommunityEd.com or call 310-660-6460.
Saturday, September 9, 2017 9:00 AM - 10:00 AM
Location: Alondra Room (Top floor, Bookstore building)

Exam Proctoring Service $50 for up to two hours of proctoring.*

Do you need us to proctor your next university, college or industry-related (real estate, accounting firm, technical employer etc.) exam? Please contact us to arrange a time to oversee your exam. Dates and times subject to availability.
*$25 for each additional hour thereafter.

CALL: 310-660-6460 or email us your request to commed@elcamino.edu

Become a Certified Therapy Dog Handler #8300004

Anyone who has felt a connection with a pet and experienced that joy of unconditional love, understanding, and acceptance, knows the value of a pet’s companionship. These qualities make animals, particularly dogs, ideal therapeutic visitors that bring smiles to patients in hospitals, calm travelers at airports, calm child witnesses during court proceedings, make good listeners for children learning to read, help victims of natural and man-made disasters, and newer emerging applications. This 4-hour class is for adults that want to expedite the process of becoming a registered therapy dog handler at the least cost. The class also prepares you for taking the live (with your dog) behavioral evaluation and the written online tests. Course includes an in-depth explanation of the entire registration process and strategies to help you choose a registering agency and environment that best matches your service interests. We combine lecture, demonstrations and videos of therapy dog evaluations used by different registering agencies. Please do not bring your dog to class.

Instructor Richard Katz’s mission is to significantly increase the number of dog handlers and broaden the usage wherever emotional comfort is needed. Before launching Pet Therapy Advisers, Richard was a Human Resource executive and management consultant for over 35 years focusing on executive search, job training and career counseling, and recruitment technology. As a past therapy dog handler for the UCLA Health System, and certified to provide therapy dog services for disaster relief, he obtained the highest “complex” rating from Pet Partners, the nation’s leading therapy dog registering agency. Richard will share his in-depth knowledge to help you become a certified handler in the least cost and most expedient way.

Saturday, September 23, 2017, 9:00 AM - 1:00 PM
Tuition: $65
Instructor: Richard Katz
Location: El Camino College, ITEC 112

PROFESSIONAL DEVELOPMENT

Public Speaking--Talk on Your Feet #300154

Tap into your own genius and find your voice! In a creative environment learn how to diffuse your issues around public speaking and feel confident speaking your mind during interviews, performance reviews, auditions, and more. By utilizing improvisational skills organize your thoughts, develop, and write your own material as you discover your public persona; and learn how to connect one on one with any type of audience. Your classroom for this fun and insightful workshop-style course takes place at the Clown House; a real-life performance studio. You’ll discover your inner powerful voice and try out your speech or presentation on

Continues on next page...
a real stage with microphone in hand and lights shining down on you. At the end of the course students will have an opportunity to perform their creative material at the famous Clown House Showcase. Ages 15 up to 150 welcome!

Sun 1:00 PM - 3:00 PM; 6 sessions; starting September 3, 2017, ending October 8, 2017

Sun 1:00 PM - 3:00 PM; 6 sessions; starting October 15, 2017, ending November 19, 2017

Tuition: $59
Materials Cost: $40
Instructor: Adam Barnhardt
Location: The Clown House

Be a Notary Public - Take our one day Seminar and Exam - $15 per signature #210002

Sign-up and learn how to perform valuable services by certifying or witnessing signatures on official documents, $15 per signature in 2017. Notary skills are valuable in almost any industry: real estate, legal, medical and banking to name just a few. After becoming a Notary, train to become a Loan Signing Agent and make $200 to $400 per signing. You’ll be a part of a rewarding and lasting career. This six-hour state-approved seminar gives you the knowledge to pass the exam and practice as an effective Notary. Participants receive 2 practice tests and take the official Notary exam directly following the seminar. Important information: New and Renewing Notaries need to bring the following: 1) A $40 check made payable to “Secretary of State”; 2) Proper ID-current driver license or state issued ID card; 3) Two #2 pencils; 4) 2” X 2” passport color photo. Live Scan fingerprints will be required after you pass the exam. Serious Convictions may disqualify applicants. Must be 18+ years of age. Students must arrive on time and stay for the full duration of class. Students that arrive late may be asked to leave. Register for the exam by using this link two weeks prior or be a walk-in candidate, (no registration required but subject to availability) http://www.cpshr.us/exams/notary/howtoreg.html If you have any questions, please call Notary Public Seminars at (310) 437-0753.

Tue, Thu 6:30 PM - 9:30 PM; 2 sessions; starting October 10, 2017, ending October 12, 2017
Tuition: $99
Instructor: Notary Public Notary
Public Seminars
Location: El Camino College, MBBM 138
Materials Cost: $35

Renew Your Notary Commission - 3-Hour Seminar #210139

Need to renew your notary commission? We’ll feature the new state laws passed this year and give you a brush-up on general law to make sure you haven’t fallen into any bad habits. Your commission must be current to be eligible for a the three hour seminar. Renewing notaries must take the exam and submit livescan fingerprints again.

Thu 6:30 PM - 9:30 PM; October 12, 2017
Tuition: $50
Instructor: Notary Public Notary
Public Seminars
Location: El Camino College, MBBM 138
Materials Cost: $30

Notaries! Become a Loan Signing Agent -- Certificate Awarded #210004

Already a Notary? NOW WHAT? Learn how you can easily turn being a Notary into a “flexible” part time or full-time career! A Loan Document Signing Agent is a Notary with expertise in signing and notarizing of loan documents within the real estate community. Because you are a Notary, you are halfway there! You can earn $50.00-$500.00 per signing. Great News!

Why? It takes about an hour or less to complete a signing. Enroll to learn how you can use your Notary skills to maximize your income. You will learn: the duties/limitations of the Loan Signing Agent, industry terms, step-by-step procedures for completing a loan signing, job expectations, what notary skills are needed and how to market yourself to secure clientele, including a bonus list of marketable companies. It is recommended that you bring a highlighter pen and a sack lunch. Prerequisite: Must be a Notary Public or have taken a notary class.

Sat 10:00 AM - 4:00 PM; October 28, 2017
Tuition: $99
Instructor: Notary Public Notary
Public Seminars
Location: El Camino College, MBBM 138
Materials Cost: $60

Social Media Bootcamp #300156

Learn the ins and outs of the current social media landscape and how it can be incorporated into an overall business strategy to maximize results for brands, small businesses, and agencies. Students will learn how to determine what social media platforms are best for their organization as well as what analytics tools to use to measure results and ROI. We will also explore current social media trends and best practices through hands-on learning and activities.

Topics to be covered will include: an overview of social media platforms, current social media trends and their implications, how to tailor social media tools to your existing business strategies and social media tools for monitoring and ROI. Case studies and tactics will be presented throughout the session and participants will gain hands on knowledge through breakout sessions.

Takeaways
• Understand what types of social media platforms are available and how they are used
• Look at case studies on effective use of social media
• Learn best practices on how to engage people
• Look at monitoring, research and engagement tools available to marketers and brands
• Learn to evaluate social standing of a brand
• Engage users via social platforms
• Examine social media engagement strategies
• Learn tools and techniques to measure effectiveness and ROI
• Measure effectiveness using free tools

Prereqs & Preparation
This workshop is for beginners. It is recommended that students bring laptops.

Instructor Lindsay Mauch is the Founder and Managing Director of LTM Digital, a marketing and social media boutique agency focusing on health, fitness, sports, and technology. Lindsay has more than a decade of online experience with a focus on digital marketing strategy, product development, and social media and has worked for top brands such as MySpace, JustFab, Future US, and Transworld Media. She is the Chapter President for Social Media Club Los Angeles, a local chapter of a national non-profit dedicated to expanding digital media literacy and promoting standard technologies and best practices. In her free time she enjoys surfing, snowboarding, playing soccer, and maintaining her health and fitness blog, FitandAwesome.com

Wed 7:00 PM - 9:00 PM; 4 sessions; starting October 18, 2017, ending November 8, 2017
Sat 10:00 AM - 5:00 PM; 1 session; October 21, 2017
Tuition: $145
Instructor: Lindsay Tredent Mauch
Location: El Camino College

Register Online: www.ECCommunityEd.com
### COMPUTERS

#### Computer Boot Camp:
**BASICS & BEYOND #500090**

Getting a little more comfortable with your computer? Computer Boot Camp BASICS & BEYOND will guide you into the next level. Yes, we’ll offer a review of the Fundamentals—how to navigate Windows; practical use of your e-mail (how to copy, paste, save, attach and download); and exploring the Best of the Internet. Then, we’ll go way beyond! We’ll show you how to use Microsoft Office. We’ll give you an overview of their most popular programs: Word, Excel and, yes, even PowerPoint. With each, we’ll offer hands-on exercises to explain how these programs work.

- **Fri 9:00 AM - 12:00 PM; 3 sessions; starting October 6, 2017, ending October 20, 2017**
- **Tuition:** $69
- **Instructor:** Paul Lance
- **Location:** El Camino College

#### Introduction to PowerPoint #500091

Learn how to use Microsoft PowerPoint to create impressive slide presentations filled with formatted text, images, charts, video, audio and animation.

- **Saturday 9:00 AM - 12:00 PM; 3 sessions; starting November 4, 2017, ending November 18, 2017**
- **Tuition:** $69
- **Instructor:** Paul Lance
- **Location:** El Camino College

#### Word & Excel: Level 1
**The Basics #9340001**

Word and Excel are two of Microsoft Office’s most powerful programs and absolute essentials within the business environment. Need to learn these programs for work? Or do you just want to use Word to create great looking documents; and use Excel for calculating your household expenses or tracking your collections of books and music? In this hands-on course, you’ll learn all the most useful features of both Word and Excel, including adding formulas, graphics, photos, formatting, sorting, how to use them with email and the Internet and much more. You’ll also receive an interactive Excel file, plus Web resources. As an added bonus, we’ll also cover the basics on Microsoft Office’s PowerPoint program, to help you make powerful presentations.

- **3 Saturday, September 9 - 23, 2017, 9:00 AM - 12:00 PM**
- **3 Saturday, September 9 - 23, 2017, 1:00 PM - 4:00 PM**
- **Tuition:** $69
- **Instructor:** Paul Lance
- **Location:** El Camino College

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### HEALTH & WELL BEING

#### Reiki 1: Self Healing #370001

Are you stressed to the max, just trying to survive in this chaotic world? Come learn Reiki, a Japanese healing energy technique which will help you relax your mind and body. Reiki is very simple to learn and the benefit is that you can do it for yourself. In addition, meditation, the chakras, thinking-patterns, the emotions, and creating a strong daily routine are put into practice. Wear comfortable clothing and bring a yoga mat if you have one (but not necessary). A workbook materials fee of $15 is payable to instructor on first day.

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EXCURSIONS

DANISH DAYS #48476
Saturday, September 16, 2017

Get your Danish on and enjoy five hours of northern European culture in Santa Ynez wine country. Experience demonstrations and artisanal hand-crafted items including Scandinavian arts & crafts, woodworking, papercutting, rosemaling, fabric art, jewelry, and pottery. Stroll Solvang’s First Street for a peek at wares from numerous local, unique-to-Solvang merchants, without leaving the main Danish Days festivities. Each shop represented will also offer Danish Days deals in their storefront location. Explore Elverhoj Museum of History & Art and its artisans, craftspeople, storytellers, and interactive activities. Special Viking display and discussions with a Ravens of Odin Viking reenactment leader. Relax with a world-renowned concert organist performing a mix of lively tunes from across the centuries, including folk melodies, Baroque classics, and Broadway hits, at Bethania Lutheran Church (suggested $5 donation for concert). Finally, catch all of the Danish Days Parade action including the Solvang Village Band atop the Carlsberg Beer Wagon, floats, equestrians, Village Dancers and more. Please note, this is a full-day tour adventure from 8am to 7pm that includes a specially curated tour itinerary and transportation via chartered deluxe coach. Depart: El Camino College lot J (in front of the Marsee auditorium) @ 8:00AM, Return: 7:00PM. Tuition: $155

HALLOWEEN AT HERITAGE SQUARE #48475
Saturday, October 28, 2017

Begin your Halloween celebration with an exploration of El Alisal, the rustic stone house built by Charles Lummis at the turn of the 20th century. Lummis, a seminal figure in early rustic architecture, divided his time between Los Angeles, built this home from river rock, and from its quarters he entertained a wide range of prominent figures, including John Muir, Will Rogers, and Clarence Darrow. For two hours in the morning, you will be able to explore his library and his many artifacts as well as his garden, which flourishes with California native plantings. Afterwards, travel a very short distance to the Heritage Square Museum and enjoy a boxed lunch on the grounds of this living history museum that explores the settlement and development of southern California during its first 100 years of statehood. There you will experience the Annual Halloween & Mourning Tour to learn about the death and mourning etiquette during the Victorian era, the movement of Spiritualism, and how other cultures celebrate and remember their loved ones. Tour includes boxed lunch, museum entrance fee, tour guide & transportation via chartered deluxe coach. Depart: El Camino College lot J (in front of the Marsee auditorium) @ 9:00AM, Return: 4:00PM. Tuition: $135

THE HUNTINGTON IN FALL #48474
Saturday, November 18, 2017

Late Autumn is a quiet time at The Huntington, and it will allow you ample opportunity to explore its library and art galleries. A recent expansion of the Scott Galleries is exhibiting Becoming America, a major display of early American art. More than 200 works from the Fielding collection of 18th- and 19th-century American art works, including paintings, sculpture, furniture, ceramics, metal, needlework, and other decorative arts will be on display. Also, The Huntington is continuing its exhibition Visual Voyages, which surveys the connection among art, science, and the environment in Latin America from the voyages of Columbus to the publications of Charles Darwin in the mid-19th century. The exhibition features approximately 100 objects that are drawn from the library, art, and garden holdings. Enjoy lunch on your own at one of The Huntington’s several restaurants, including the Tea Room. Be sure to leave time to explore the Gift Shop. Depart: El Camino College lot J (in front of the Marsee auditorium) @ 9:00AM, Return: 4:00PM. Tuition: $125

Limited Seating. Pre-registration required: Call 310-660-6460

- Transportation via chartered deluxe air-conditioned coach
- Guided tour by John Powers, a writer and director known for his Works in Progress theater series and his Ten Years After history series.
- Each tour will depart from and return to the El Camino College parking lot J just off of Crenshaw Blvd, outside Marsee Auditorium. Please arrive 20 minutes prior to departure time.
Checkmate! This course is designed for children ages 5-13 years and for all different levels of chess experience. Each child will receive a different lesson each week according to his or her level of chess expertise. The course will be taught in a fun, but educational manner. A chess set and worksheets are included. Join us in this dynamic class!

Sat 10:00 AM - 11:00 AM; 9 sessions; starting October 7, 2017, ending December 9, 2017 (No class on November 25, 2017)

Tuition: $79
Instructor: Academic Chess
Location: Manhattan Beach Blvd Modules (MBBM) 130

Learn to play piano keyboard in a "hands-on" music studio environment! Come learn fingering, hand positioning, essential music reading skills, basic songs, and chords. Students must bring their own keyboard. Students under 18 years of age must have a parent or guardian submit a completed Kid’s College Release & Medical Consent form.

Thu 3:45 PM - 5:15 PM; 6 sessions; starting September 14, 2017, ending October 19, 2017

Thu 3:45 PM - 5:15 PM; 5 sessions; starting October 26, 2017, ending November 30, 2017 (No class on November 23, 2017)

Tuition: $135
Instructor: Charles David Wright
Location: Manhattan Beach Blvd Modules (MBBM) 135
Materials Cost: $5

Customized Math instruction to provide your child with the optimal support he/she needs to excel in Math. Choose the specific area of math you wish to study: Algebra, Geometry or Trigonometry. The maximum number of students per class is 3 to 1 (instructor). This allows the instructor to provide individual attention to improve your child’s abilities, skills and confidence.

Saturdays, 5 sessions: Sat 9:00 AM - 10:00 AM; 5 sessions; starting September 2, 2017, ending September 30, 2017
Sat 10:15 AM - 11:15 AM; 5 sessions; starting September 2, 2017, ending September 30, 2017
Sat 11:30 AM - 12:30 PM; 5 sessions; starting September 2, 2017, ending September 30, 2017
Sat 9:00 AM - 10:00 AM; 5 sessions; starting October 14, 2017, ending November 11, 2017
Sat 10:15 AM - 11:15 AM; 5 sessions; starting October 14, 2017, ending November 11, 2017
Sat 11:30 AM - 12:30 PM; 5 sessions; starting October 14, 2017, ending November 11, 2017

Tuition: $125
Instructor: Joanna Jimenez
Location: El Camino College, MBBM 133

Everyone loves to draw monsters! What monster will you draw? Whether your monster is a toe-tapping, claw-wagging, tail-shaking, scary-hairy creature--inspired by Star Wars, Gremlins, the Dark Knight, Frankenstein, Dracula, other comic book characters or video games, there’s a monster for everyone. In this fun 2-hour monster drawing class taking place in our converted “spooky mansion” classroom, let your imagination go wild with monsterful ideas for cartooning and drawing. Art materials included as part of registration fee.

Sat 9:00 AM - 11:00 AM; October 21, 2017

Tuition: $35
Instructor: Carlos Durazo
Location: Manhattan Beach Blvd Modules (MBBM) 137

Have you ever created mythical or fantasy characters by drawing and cartooning your ideas? Join this fun class to learn how to draw cartoon characters, monsters, and dragons inspired by Star Wars, the Dark Knight, Frankenstein, Dracula, Godzilla and other famous creatures. This 2-hour monster drawing class will take place in our “spooky mansion” classroom.

Tuition: $35
Instructor: Carlos Durazo
Location: Manhattan Beach Blvd Modules (MBBM) 137

Continues on next page...
South Bay Children’s Choir

The South Bay Children’s Choir is a highly regarded choral organization guided by artistic director Diane Simons and taught by an excellent experienced staff of conductors who are effective at awakening the artistry within each child. The program offers comprehensive music education beginning with a First Steps program for ages 6-7, followed by a sequential series of choir classes and culminating in Concert Choir and Bel Canto at the high school level. The singers perform widely throughout the Los Angeles area, and there are additional optional travel opportunities to travel as a performing choir. They have performed at El Camino College, Royce Hall at UCLA, the Los Angeles Music Center, the Armstrong Theater, as well as Carnegie Hall in New York and the Canterbury Cathedral in England. Partial scholarships may be available for singers who have been in the choir for at least one semester.

For more information see website www.sbcc.singer.net, email sbcc@singer.net, or call choir manager at 310-640-9818

Monsters Mash Cartoon Drawing

continued from page 30...

drawing class takes place in our converted “haunted mansion” classroom, where you can let your imagination go wild with monstrous works of art. Art materials included as part of registration fee.

Sat 11:30 AM - 1:30 PM; October 21, 2017
Tuition: $35
Instructor: Carlos Durazo
Location: Manhattan Beach Blvd Modules (MBBM) 137

1-Day SAT Prep Course--Maximize Your Score

#400038

Remove unnecessary test-prep fluff to maximize your SAT Score by more than 100 Points with this turnkey and proven 1-day SAT preparation course. Students participating in this SAT prep program will learn proven strategies, tips, and tricks so that they can truly beat the test. Get ready to increase your score and get the college scholarships you deserve in order to attend the college of your choice. Course includes SAT SUCCESS student textbook, 2 full length SAT practice/mock tests (Take home and test yourself or schedule a test proctoring appointment for an additional fee) with score data reports digitally submitted to you within 3-5 business days after submission. This personalized data report is easy to understand and offers actionable items to maximize student scores. Limited seating due to small class size for maximum learning.

Prep For Oct. 7th SAT!
Saturday, September 30, 2017
9:00 AM - 5:30 PM

Prep For Nov. 4th SAT!
Saturday, October 28, 2017
9:00 AM - 5:30 PM

Prep For Dec. 2nd SAT!
Saturday, November 18, 2017
9:00 AM - 5:30 PM

Tuition: $225
Instructor: Kyara McGee
Location: El Camino College, MBBM 136

Money Matters

Master Money Management #3450001

Bust through the bank jargon and financial lingo! In this comprehensive lecture/workshop class, you’ll learn to successfully navigate your personal finances. Saving money, borrowing money, paying off debt, budgeting,- -all these topics can be incredibly confusing. By the end of this class, you’ll be able to gain financial control and confidence by learning the real meaning behind your account statements and agreements. You’ll learn how to earn more dividends in the right savings accounts. You’ll learn how to find the right type of loans to keep you out of the mounting debt. You’ll learn how to best tackle credit card balances effectively with a sensible plan that increases your credit score.

Instructor Jeanne Denton, M.B.A., has 20 years of experience working in financial institutions. She is a Certified Financial Education Instructor and an accomplished public speaker.

Sat 9:30 AM - 11:30 AM; starting September 16, 2017
Sat 9:30 AM - 11:30 AM; starting October 21, 2017
Tuition: $69
Instructor: Jeanne Denton
Location: El Camino College, MBBM 134

“Very enthusiastic & insightful [Jeanne Denton]!”
--Master Money Management student

Retirement Planning Today #4570001

Learn how to avoid the 10 biggest retirement planning mistakes! Discover how to save money on taxes, manage investment risk in your portfolio and protect your assets from long-term health-care expenses. Above all, this course shows you how to assess your financial situation and develop a personalized plan to achieve your retirement goals. Whether or not you plan to retire 10 years from now, or have just recently retired, the valuable information you’ll learn in this class can deliver rewards throughout your lifetime.

Instructor Larry Takahashi, CFP®, is a CERTIFIED FINANCIAL PLANNER™ practitioner, and a Registered Representative and Investment Advisor Representative with H. Beck, Inc., member, FINRA/ SIPC. Mr. Takahashi holds an MBA degree in finance from the UCLA Anderson School of Management.

Sat 9:00 AM - 12:00 PM; 2 sessions; starting October 14, 2017, ending October 21, 2017
Thu 6:30 PM - 9:30 PM; 2 sessions; starting October 19, 2017, ending October 26, 2017
Tuition: $59
Materials Cost: $20
Location: El Camino College, ITEC 219

“[Larry Takahashi] provided detailed information on retirement options without a salesperson’s bias.”
--Retirement Planning Today student
INSTRUCTOR LED ONLINE COURSES

A to Z Grant Writing
Learn how to research and develop relationships with potential funding sources, organize grant writing campaigns, and prepare proposals.

Grammar Refresher
Whatever your goals, a grasp of English grammar is important if you want to improve your speaking and writing skills.

Creating Web Pages
Learn the basics of HTML so you can design, create, and post your very own site on the Web.

Introduction to C# Programming
Learn the fundamentals of computer programming with C#, the in-demand and incredibly useful programming language that incorporates the best features of Visual Basic, C++, and Java.

Introduction to SQL
Gain a solid working knowledge of the most powerful and widely used database programming language.

Introduction to Final Cut Pro X
Make the leap from home video enthusiast to professional video editor using Apple’s revolutionary Final Cut Pro X editing software.

Introduction to Microsoft Excel
Become proficient in Microsoft Excel and discover countless shortcuts, tricks, and features for creating and formatting worksheets quickly and efficiently.

Introduction to CSS3 and HTML5
Learn to create state-of-the-art Web sites using modern CSS3 and HTML5 techniques.

Leadership
Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.

Writing Essentials
Master the essentials of writing so you can excel at business communications, express yourself clearly online, and take your creative literary talents to a new level.

Effective Business Writing
Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end.

Fundamentals of Supervision and Management
Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

Medical Terminology: A Word Association Approach
Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

Introduction to Google Analytics
Learn how to track and generate traffic to your website, create reports, and analyze data with Google’s free, state-of-the-art Web analytics tools.

Performing Payroll in QuickBooks
Learn how to use QuickBooks 2013 to create paychecks, pay tax liabilities, and produce forms and reports.

Accounting Fundamentals
Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

www.ed2go.com/elcamino

ONLINE CLASSES

Web Applications Developer $2395
Whether you’re new to web development or want to enhance your skills, this program will give you the knowledge you need to create dynamic database-driven websites using the latest technologies.

Certified National Pharmaceutical Representative $1795
The Certified National Pharmaceutical Representative Online Training Program will help you become an entry-level, certified pharmaceutical sales representative, even if you don’t have pharmacology or medical education.

Home Inspection Certificate $2295
The Home Inspection Online Training Program covers the principal components of home inspection procedures and processes.

Administrative Dental Assistant $1795
This nationally recognized Administrative Dental Assistant Online Certificate Program will teach you the essential skills for managing the business aspects of a dental practice and becoming an administrative dental assistant.

Physical Therapy Aide $1895
In this online program, you will master all the skills you need to begin a career as a physical therapy aide. You will learn what physical therapy entails, identify the responsibilities of a PT aide, and develop a working knowledge of anatomy and medical terminology.

Purchasing and Supply Chain Management $2295
The Purchasing and Supply Chain Management Online Training Program will introduce you to the fundamental aspects of the supply chain environment, including enterprise resource planning systems and requirement systems.

Web Design Professional $2995
In this course, you will learn the technology, philosophy, and proper rules to bring web creativity to life. You will also gain practical skills in the art of planning and managing the development of a web project.

Program Features:
- One-On-One Instructor Assistance
- 24-Hour Access
- All Materials and Books are Included!
- Certificate Upon Successful Completion
- Courses Start Anytime
- 3-6 Months of Instruction

Prepare for employment in some of today’s hottest careers with a comprehensive, affordable, and self-paced online Career Training Program. Complete any of these Career Online Programs entirely from your home or office and at any time of the day or night.

For detailed objectives, outlooks, demands, frequently asked questions, pricing and program ratings call us or visit our website.

877-221-5151
careertraining.ed2go.com/elcamino

Register Online: www.ECCommunityEd.com

Register By Phone: 310-660-6460
Online Career Training Programs

Online Career Training Programs can start you on a path to an in-demand profession. You can begin these programs at any time and learn at your own pace. Upon successful completion of all coursework, you will receive a Certificate of Completion.

PROGRAMS ARE AVAILABLE IN THE FOLLOWING AREAS:
- Healthcare and Fitness
- Business and Professional
- IT and Software Development
- Management and Corporate
- Media and Design
- Hospitality and Service Industry
- Skilled Trades and Industrial
- Sustainable Energy and Going Green
- Career Online High School

For more information or to register: Call 877-221-5151

El Camino College
Community Education
AND PROFESSIONAL

START YOUR CAREER NOW!

Online Learning offers both convenience and flexibility. Students can access their course at anytime, anywhere. For parents, working students, and professionals access to the classroom can be managed around your schedule. Online Learning is a cost effective choice. Choosing online courses may help individuals cut down or eliminate costs of transportation, babysitting, and other expenses incurred by attending a traditional classroom setting.

Online Career Certificate Programs Feature:
- One-On-One Instructor Assistance
- 24-Hour Access
- Certificate upon successful completion
- 3-6 months completion time
- All materials and Books are Included!
- Payment plans available

COURSES START ANYTIME
Begin at Your Convenience!

How To Get Started
1. To register contact us at 877-221-5151

REQUIREMENTS:
- Must have internet access, e-mail, Netscape Navigator, or Microsoft Internet Explorer, and word processing software such as Microsoft Word
- Some courses may have additional requirements

El Camino College
Community Education
AND PROFESSIONAL

Administrative Professional 120 Hours
The Administrative Professional program teaches the skills you need to become a successful administrative professional.

Administrative Professional with Microsoft Office 2007
Master 340 HRS
Start your career as an administrative professional

Administrative Professional with Microsoft Office 2007
Master (Vouchers Included) 365 HRS
Start your career as an administrative professional

Administrative Professional with Microsoft Office 2010
Master 380 HRS
Get the training to become an administrative professional, and prepare to become a certified Microsoft Office 2010 Master at the same time.

Administrative Professional with Microsoft Office 2013
Master 445 HRS
The Administrative Professional with Microsoft Office 2013 Master program teaches the skills students need to become a successful administrative professional and prepares students to use Microsoft Office 2013 programs: Excel, Word, PowerPoint, and Outlook.

Administrative Professional with Microsoft Office 2016
Master 455 HRS
The Administrative Professional with Microsoft Office Specialist 2013 training program teaches the skills required to become a successful administrative professional and prepares students for the Microsoft Office Specialist Certification Exams 77-418, 77-425, and 77-426 (Word), 77-427, and 77-428 (Excel), 77-422 (PowerPoint), and 77-424 (Access).
<table>
<thead>
<tr>
<th>Certification</th>
<th>Details</th>
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<tbody>
<tr>
<td><strong>Certified Global Business Professional 160 HRS</strong></td>
<td>Would you like to become an indoor air quality or green building consultant? Would you like to better understand how to create a healthy home or building by preventing, diagnosing, and resolving indoor environmental problems? The Certified Indoor Environmentalist Program will help you take the next step in your career.</td>
</tr>
<tr>
<td><strong>Certified Indoor Environmentalist Prep 32 HRS</strong></td>
<td>The Certified Global Business Professional Online Training Program prepares you for the credential exam by educating you in four areas: global management, global marketing, supply chain management, and trade finance.</td>
</tr>
<tr>
<td><strong>Certified Green Supply Chain Professional 60 HRS</strong></td>
<td>Help your company achieve its environmental goals with the Certified Green Supply Chain Professional Online Training Program. Gain the skills you’ll need to make a green impact on global sourcing, material management, procurement and buying, transportation and logistics, and new product development.</td>
</tr>
<tr>
<td><strong>Certified Mediator and Arbitrator 200 HRS</strong></td>
<td>The Certified Mediator and Arbitrator Program provides students with the skills and knowledge needed to practice mediation and arbitration in their current careers or private practices.</td>
</tr>
<tr>
<td><strong>Certified Mediator and Conflict Resolution Specialist 200 HRS</strong></td>
<td>The Certified Mediator and Conflict Resolution Specialist Program provides students with the skills and knowledge needed to practice mediation.</td>
</tr>
<tr>
<td><strong>Certified Protection Officer 50 HRS</strong></td>
<td>Master the skills you need to obtain certification as a Protection Officer, and prepare yourself for employment in this high-demand field.</td>
</tr>
<tr>
<td><strong>Certified Residential Interior Designer 120 HRS</strong></td>
<td>Prepare for a career as a residential interior designer by learning the basics of good design, getting familiar with design styles and movements, exploring the materials that interior designers use, and putting your knowledge to work as you create your own design concept for a family room.</td>
</tr>
<tr>
<td><strong>Certified Wedding Planner 340 HRS</strong></td>
<td>This comprehensive program covers everything an aspiring wedding planner needs to know to get started in the business. Whether you plan on working part-time or full-time, this program will provide all the knowledge you need to work as a professional wedding planner or start your wedding planning business.</td>
</tr>
<tr>
<td><strong>Chartered Tax Professional 180 HRS</strong></td>
<td>Learn to prepare individual tax returns for almost all U.S. taxpayers! With this innovative program, you can start working and earning money while completing your program.</td>
</tr>
<tr>
<td><strong>Chartered Tax Professional for California Residents 200 HRS</strong></td>
<td>With this innovative online California Chartered Tax Professional Certificate Program, you can become qualified as a California Tax Preparer through the California Tax Education Council (CTEC), and start working and earning money while completing your program.</td>
</tr>
<tr>
<td><strong>Child Development Associate Training 120 HRS</strong></td>
<td>With the certificate program in Childcare Education offered at Smart Horizons Career Online High School, you can pursue your Child Development Associate (CDA) certification and launch your career in childcare.</td>
</tr>
<tr>
<td><strong>Child Development Associate Training Renewal 45 HRS</strong></td>
<td>Fulfill your renewal requirement for Child Development Associate (CDA) certification as you work at your own pace in a flexible, self-directed online learning environment.</td>
</tr>
<tr>
<td><strong>Entrepreneurship: Start-Up and Business Owner Management 360 HRS</strong></td>
<td>This program covers everything from financing to leadership. You’ll learn the keys to business planning, communication skills, marketing, and management. If you’ve ever thought about owning your own business, this program can help make that dream come true!</td>
</tr>
<tr>
<td><strong>Event Management and Design 300 HRS</strong></td>
<td>From planning to pyrotechnics, the Event Management and Design Online Training Program will teach you everything you need to know to create events that are truly special.</td>
</tr>
<tr>
<td><strong>Fitness Business Management 200 HRS</strong></td>
<td>Learn how to manage a personal training program, department, or facility as a strategic business with this innovative program.</td>
</tr>
<tr>
<td><strong>Freight Broker/Agent Training 180 HRS</strong></td>
<td>Prepare to enter the freight/logistics industry. This program will prepare you to start your own freight broker business or become a freight agent.</td>
</tr>
<tr>
<td><strong>Grant Writing 300 HRS</strong></td>
<td>Learn to write grant proposals that get funded in this nationally recognized Grant Writing online training program.</td>
</tr>
<tr>
<td><strong>Grant Writing + Non-Profit Management 600 HRS</strong></td>
<td>In this program, you will learn how to write a grant proposal, how to supervise employees, as well as the liabilities that non-profits encounter.</td>
</tr>
<tr>
<td><strong>Graphic Design with Photoshop 200 HRS</strong></td>
<td>Students will develop graphic design skills while learning the gold standard in photo editing and design software.</td>
</tr>
</tbody>
</table>
Help Desk Analyst: Tier 1 Support Specialist 120 HRS
Train for a challenging, rewarding career in technical support. This program will teach you to focus on the business needs of the customer, establish credibility, and provide excellent customer service and support!

Human Resources Professional 120 HRS
Master the skills you need to gain an entry-level position in human resources and prepare to take the PHR (Professional in Human Resources) certification exam.

Lean Mastery 60 HRS
Eliminate waste from your business by learning and implementing the principles of lean business.

Legal Secretary 350 HRS
Master the skills you need to be a legal secretary and prepare for the National Association of Legal Professionals (NALS) Accredited Legal Secretary (ALS) exam.

Management for IT Professionals 390 HRS
Learn leadership skills that will help you succeed as a manager in the IT field.

Management Training 360 HRS
If you're thinking of starting a business or pursuing an MBA, learn the essentials here! The Management Training Online Program is perfect for business owners, entrepreneurs, and anyone who wants to learn the basics of business and management.

Microsoft Access 2010 Certification Training 120 HRS
The Microsoft Access 2010 course will prepare you to take your Microsoft Certification Exam and familiarize you with various tasks within Microsoft Access.

Microsoft Access 2010 Certification Training 130 HRS
In this intermediate/advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth and prepare for the Project Management Professional (PMP) certification. You will also learn how to use Microsoft Project 2010 to assist you in project management.

Microsoft Excel 2013 Certification Training 70 HRS
The Microsoft Excel 2013 Certification Training program prepares students for the Microsoft Office Specialist (MOS) Certification Exam 77-420.

Microsoft Excel 2010 Certification Training 95 HRS
Build and validate your business computer skills using Microsoft Excel 2010 software with this comprehensive, performance-based certification preparation program.

Microsoft Office 2010 Master Certification Training 300 HRS
Learn basic to advanced skills in Microsoft Word, Excel, PowerPoint and Outlook 2010 while you prepare for Microsoft Office Specialist (MOS) certification.

Microsoft Project Management with PMP Prep 70 HRS
This program takes you beyond the basics of project management. In this intermediate/advanced level program, you'll translate your knowledge into skills by exploring key project management topics in depth.

Microsoft Office 2010 Certification Training 120 HRS
Master Microsoft Access 2007 software with this convenient online training program.

Microsoft Access 2007 Certification Training 120 HRS
The Microsoft Access 2007 course will prepare you to take your Microsoft Certification Exam and familiarize you with various tasks within Microsoft Access.

Computer Boot Camp BASICS & BEYOND #500089
Do you know a little bit about computers, but are not entirely comfortable (and would certainly like to learn more)? If so, Computer Boot Camp BASICS & BEYOND will guide you into the next level. Yes, we’ll offer a review of the Fundamentals—how to navigate Windows; practical use of your e-mail (how to copy, paste, save, attach and download); and exploring the Best of the Internet. Then, we’ll go way beyond! We’ll show you how to use Microsoft Office. We’ll give you an overview of their most popular programs: Word, Excel and, yes, even PowerPoint. With each, we’ll offer hands-on exercises to explain how these programs work.

Fri 9:00 AM - 12:00 PM; 3 sessions; starting October 6, 2017, ending October 20, 2017
Tuition: $69
Instructor: Paul Lance
Location: El Camino College

**Young@Heart**

The YouTube website to make you proficient with everything the World Wide Web has to offer!

Fri 9:00 AM - 12:00 PM; 3 sessions; starting September 8, 2017, ending September 22, 2017
Tuition: $69
Instructor: Paul Lance
Location: El Camino College

"Not only did I learn new things—you made the experience such fun! Thank you [Paul Lance] for your patience, your humor, and your genuine care for your students."

—Computer Basics student

Register Online: www.ECCommunityEd.com
BUSINESS & CAREERS

Have you ever dreamed of being your own boss?

Let Work for Yourself@50+™ Help You Get Started

Work for Yourself@50+ is a program specifically designed to help people 50 and older learn about what it takes to be successfully self-employed in today’s economy. Join us for an interactive workshop where you’ll learn to:

• Explore your options
• Find your focus
• Make a plan
• Watch out for trouble
• Connect with resources in your community

Workshop includes 72 page workbook and resources guide.

Sat 9:00 AM - 11:00 AM; September 16, 2017
Tuition: $25
Instructor: Solomon Bedford
Location: El Camino College

Thu 10:00 AM - 12:00 PM; October 19, 2017,
Tuition: $25
Instructor: Solomon Bedford
Location: El Camino College

Instructor Solomon Bedford ESQ., JD, MBA, is a master business advisor with skilled expertise in assisting individuals toward achieving lucrative self-employment ventures. Solomon holds an MBA in finance from Howard School of Business, a Juris Doctorate from Howard School of Law, and a Bachelors of Arts from Texas State University. He has trained entrepreneurs, college to post-graduate students, and he is a noted speaker on strategic management, and new venture development.

For more information or to register:
Call 310-660-6460

El Camino College Community Education

AARP Foundation

made possible in part through a grant from The Hartford

YOUNG @ HEART

Imagina te ser tu propio jefe

Work for Yourself@50+™ te puede ayudar a dar el primer paso

Work for Yourself@50+ es un programa diseñado específicamente para ayudar a las personas de 50 años o más a descubrir lo que necesitan para tener éxito trabajando por cuenta propia en la economía actual. Acompáñanos durante un taller interactivo donde podrás:

• Explorar tus opciones
• Identificar tus intereses
• Hacer un plan
• Estar atento a posibles problemas
• Conectarte con recursos en tu comunidad

Este taller ofrece el manual gratuito de 72 páginas, como guía para abrir su propio negocio.

Sat 9:00 AM - 11:00 AM; September 23, 2017
Tuition: $25
Instructor: Josefina Bedolla
Location: El Camino College

Sat 9:00 AM - 11:00 AM; October 21, 2017
Tuition: $25
Instructor: Josefina Bedolla
Location: El Camino College

Para más información llame al:
310-660-6460

Este evento es posible en parte gracias a una donación de The Hartford

AARP Foundation
Marsee auditorium joined by the following medical historians, and, of course, literary critics. On audiences including medical humanists, medical end, he is no stranger to engagement with eclectic overlap between the two research fields. To this humanities in order to create a harmonious to navigate the divide between science and the Dr. Wang’s interdisciplinary research style attempts The novel’s vast interdisciplinary scope has ensured environmental designers, musicians, and filmmakers. literary scholars and historians, but also biologists, College’s Marsee auditorium will include not just participation in early nineteenth-century health debates. The novel will never stop challenging and shaping our fragile notions of health, ability, and proper embodiment. It’s no wonder, then, that the October 16th, 2017 Frankenstein 200 event at El Camino College’s Marsee auditorium will include not just literary scholars and historians, but also biologists, environmental designers, musicians, and filmmakers. The novel's vast interdisciplinary scope has ensured at least another 200 years of Gothic horror. Dr. Wang’s interdisciplinary research style attempts to navigate the divide between science and the humanities in order to create a harmonious overlap between the two research fields. To this end, he is no stranger to engagement with eclectic audiences including medical humanists, medical anthropologists, disability theorists, scientific & medical historians, and, of course, literary critics. On Saturday, October 14th, he’ll take the stage at the Marsee auditorium joined by the following mixed-disciplinary panelists:

- El Camino College English instructor Chelsea Henson, Ph.D., offering a “monster studies” approach with a medieval slant.
- Art Center Environmental Design instructor and partner at Regner Godoy Projects Stephanie DeLancey, providing a “Frankenstein and the technological sublime” perspective approaching Shelley’s Frankenstein as a meditation on the internalized anxieties prevalent in the industrial revolution giving voice to many of the questions confronting a generation of thinkers and makers as they strove to understand the world they were building. For architects and designers, the monsters were quite literal as iron and steel gave form to never before seen constructions.
- Horror filmmaker Jim Towns whose works include Frankenstein-inspired Prometheus Triumphant: A Fugue in the Key of Flesh.
- El Camino College Biology and Microbiology Professor Teresa P. Palos, Ph.D., providing her perspective on the latest “Frankenstein” science news regarding the ability to edit genomes and other tools scientists use to manipulate DNA.

Plus! Frankenstein 200 GHOST STORY WRITING CONTEST—winners announced and awarded along with live readings of the winning stories.

$10 Adults/$5 Kids (Ages 8+), call 310-660-6460 to purchase kids tickets.

Ghost Story Writing Contest
Submit your short ghost story for a chance to win a limited edition Frankenstein 200 T-shirt and tote bag by Calimucho filled with goodies including a $50 Amazon gift card and a copy of Frankenstein: Annotated for Scientists, Engineers, and Creators of All Kinds (MIT Press), and to have your story read aloud at the Frankenstein 200 event on Saturday, October 14, 2017 at El Camino College’s Marsee Auditorium. Two other writers will receive Honorable Mention and Second Honorable Mention, and their stories also will be read aloud at the Frankenstein 200 event. Please note: Only family-friendly (appropriate for ages 8+) stories will be read aloud at the Frankenstein 200 event.

The winning stories will be announced, awarded, and read aloud (family-friendly stories) at the Saturday, October 14, 2017 Frankenstein 200 event. The upcoming deadline for story submission is Wednesday, September 27, 2017 by 5PM. The extended deadline for The Art of the Ghost Story—Writing workshop participants ONLY (must be a paid/enrolled registrant) is Wednesday, October 11, 2017 by 5PM.

GUIDELINES: Ghost stories are welcome, of course—but your submission may involve any paranormal or supernatural theme, as well as magical realism. Story length is limited to 1,000 words. Please be assured that your submission will be read and carefully evaluated by El Camino College English faculty/staff. There is no entry fee, and winners do not need to be present at the October 14, 2017 Frankenstein 200 event. Winners not present at the event will be notified via email during the week of October 16, 2017. Multiple entries and simultaneous submissions are not permitted. We will not accept stories that have been published previously or that are scheduled for publication.

Please submit your entry story as a PDF file attachment. Do not include your name or any personal identifying information on the PDF. Instead, please attach the PDF file along with the following personal information included in the body of your email titled “Ghost Story Writing Contest Entry” to CommEd@elcamino.edu

Name of Author:
Email Address:
Phone Number:
Title of Story:
A statement of original work: Please include a short statement in the body of your email that promises that the story you are submitting has not been plagiarized from another source, and is an original piece of writing by the listed author.

Continues on next page...
Emotional expectations are high for ghost stories. TONE: The story either scares or delights me. Therefore, these common expectations form the criteria stories successful if they meet certain expectations. CRITERIA FOR JUDGING: Readers often consider ghost stories in order to suspend disbelief. Detail and description, including word choice and sentence structure, are ways that readers enter imaginatively into the world of the story. If you forget you are reading a story and instead are moved, either to fear or to laughter, then the writer has fulfilled this expectation. 1. DETAIL: The descriptions invite me into the story. a. Readers expect to enter imaginatively into ghost stories to be tense, even if the impact is humorous. Tension can be established in multiple ways, but in ghost stories often tension increases according to how and when information is revealed to the reader. If you feel tense and want to know what happens next, then the writer has fulfilled this expectation. 2. TENSION: I want to keep reading all the way through the story. a. Readers expect ghost stories to be tense, even if the impact is humorous. Tension can be established in multiple ways, but in ghost stories often tension increases according to how and when information is revealed to the reader. If you feel tense and want to know what happens next, then the writer has fulfilled this expectation. 3. DETAIL: The descriptions invite me into the story. a. Readers expect to enter imaginatively into ghost stories to be tense, even if the impact is humorous. Tension can be established in multiple ways, but in ghost stories often tension increases according to how and when information is revealed to the reader. If you feel tense and want to know what happens next, then the writer has fulfilled this expectation. 4. CHARACTER DEVELOPMENT: The characters respond to the ghostly element in interesting ways. a. Readers expect characters to scream or run when they see a ghost, so the bar is raised for characters to do something other than scream. In this sense, the readers do not want their base expectation met. The reader's hope is for the character's reaction to be as interesting as the ghost itself. If a character acts in an unusual way that benefits the story or moves the plot forward, then the writer has exceeded the reader's expectation. 5. STORY AS METAPHOR: The story reflects a larger human issue. a. Ghost stories often are metaphors for larger issues, such as the fear of death, fear of being out of control, fear of being alone or of loneliness, or inability to acknowledge or heal from grief. If the story reflects a larger human issue, then the writer has fulfilled this expectation. 6. CLIMAX: The story at its emotional peak reveals new ghostly qualities. a. In ghost stories, the climax most often is a final entanglement with the ghost or other antagonist, which reveals the ghost/antagonist at its most scary. If the ghost/ antagonist pulls out all stops and reveals something even scarier (or funnier) than we've seen before, then the writer has fulfilled this expectation. 7. DENOUEMENT: The ending satisfies me. a. Ghost stories often have ambiguous endings, for example, a ghost may remain in a house while all the human characters leave. The most important element in an ending will not be if a ghost has been vanquished, but if the humans are somehow changed by their experience. If the ending satisfies you, then the writer has fulfilled this expectation. Further questions? Contact us by e-mail at CommEd@elcamino.edu

FRANKENSTEIN 200 CLUB

Help us spread the word about Frankenstein 200. Pass out 200 postcards (or more) and post 2 posters (or more) in your community. Wherever you go, leave a trail of Frankenstein 200 postcards behind — festivals, art galleries, libraries, schools, clubs, coffee shops, break rooms, club meetings, etc. In exchange, we'll give you 2 FREE adult (plus all of your kids ages 8+) tickets to the Saturday, October 14, 2017 Frankenstein 200 event. We'll also enter you into a special drawing for for a chance to win a Frankenstein 200 T-shirt and your name will be listed in the Frankenstein 200 event program. Simply contact CommEd@elcamino.edu with your mailing address and tell us how many postcards/posters you’d like to distribute. Title the email “Frankenstein 200 Club.” We’ll mail them to you right away. Thank YOU!
FREE open house hours!
Location: MBBM (Manhattan Beach Module # 137)
You’re invited to visit our Frankenstein 200 interactive art installation room by Regner Godoy Projects as inspired by the Villa Diodati (Geneva, Switzerland) where Shelley wrote Frankenstein during the summer of 1816. Bring a writing or drawing pad and enjoy this creative environment perfect for making your own Frankenstein-inspired art.

FREE access also available by appointment to school groups or clubs—call 310-660-6460.

Saturday, October 14, 2017  •  6-9PM
Friday, October 20, 2017  •  3-6PM
Friday, October 27, 2017  •  3-6PM
Saturday, October 28, 2017  •  3-6PM
Friday, November 3, 2017  •  3-6PM
Saturday, November 18, 2017  •  11:30AM-2:30PM
Friday, December 1, 2017  •  3-6PM
Saturday, December 9, 2017  •  11:30AM-2:30PM
Friday, January 12, 2018  •  3-6PM
Saturday, January 20, 2018  •  11:30AM-2:30PM

The El Camino College Art of Science/Science of Art series is supported, in part, by the Los Angeles County Board of Supervisors through the Los Angeles County Arts Commission.

How to Register for a Class

OFFICE HOURS: Monday-Friday 8:30am – 5:00pm, closed weekends and holidays: September 4, 2017 (Labor Day), November 10, 2017 (Veteran’s Day), November 23 & 24 (Thanksgiving), @1pm Friday December 15, December 18, 2017-January 5, 2018 (Winter Holidays)

REGISTRATION FORM AVAILABLE ON PAGE 50

PRE-REGISTRATION IS IMPORTANT!
Please register early. Class sizes are limited and early registration may assure your place in a popular class. Classes that do not meet minimum student enrollment may be cancelled before the first session. Your timely registration may help ensure this necessary enrollment figure.

REGISTRATION AT FIRST CLASS
If you wish to register with the instructor at the first class meeting, please call our office to confirm availability. Enrollments are accepted on a first-come, first-serve basis if space is available. Bring a check, cash or credit card to enroll.

MATERIALS FEES
Pay material fees in cash directly to the instructor at the first class. Do not include the material fee with your registration fee payment.

CANCELLATION POLICY
Please choose your classes carefully. No refunds issued unless a class is cancelled by El Camino College. Credit vouchers in the amount of the class registration fee less a $10 service fee per class will be issued upon request 3 full business days before the first class meeting. Credit Vouchers are applicable toward a future Community Education class and are valid for 3 years.

IF A CLASS IS CANCELLED
Every attempt is made to contact students ahead of time. A full course fee refund will be issued within four to six weeks.

TRANSFERS
To transfer to another class, requests must be received at least 3 full business days before the original class meets. A $10 transfer fee will apply.

REGISTRATION CONFIRMATION
Paper confirmations and receipts furnished ONLY upon request. If you register online or over the phone, you will be asked to provide your email address to receive an email confirmation indicating your registration-confirmation information. It is your responsibility to ensure the accuracy of all registration and contact information you provide. If you would prefer to receive a paper confirmation receipt, please visit our office or submit your request in writing along with a self-addressed envelope.

ONLINE
Visit: ECCommunityEd.com & pay by credit card

BY PHONE
Call 310-660-6460
Provide your Visa, Mastercard or Discover card.

BY FAX
Fax your completed registration form to the Community Education Office at 310-660-6015

MANHATTAN BEACH BLVD.
MODULE 131
Bring your completed registration form & payment to the Community Education Office in MBBM 131 (see map pg. 49).

BY MAIL
Mail the registration form & payment to:
Community Education-
El Camino College
16007 Crenshaw Bl.
Torrance CA 90506

BY FAX
Fax your completed registration form to the Community Education Office at 310-660-6015

FRANKENSTEIN 200 ART INSTALLATION ROOM
CERTIFICATES OF COMPLETION $10
If you would like a beautifully created Certificate of Completion with the El Camino College emblem and your name indicated, after successful completion of a course, mail in or phone in your request to the Community Education office along with $10 per certificate. Letter of completion, $5.

PARKING ON CAMPUS
A parking permit is required to park in any lot 24 hours a day, seven days a week. One-day permits are available for $3 at vending machines located throughout campus parking lots. Arrive early to park! Please do not park in “staff” or “reserved” spaces unless otherwise posted. Please note: Be aware of posted signs. Due to construction on campus, parking restrictions may change.

PLEASE RECYCLE 🌿
Finished with this Catalog? Please be kind to our planet and recycle this brochure. Please pass it along to a friend or colleague.

Catalog is printed on recycled paper.

WHAT ARE YOU DOING TONIGHT?
Check out our Facebook or Twitter site(s) for listings of classes being held tonight and attend a class tonight!

FOLLOW US ON TWITTER

www.twitter.com/eccommunityed

The El Camino Community College District is committed to providing equal opportunity in employment and educational opportunities for all individuals, regardless of race, color, ancestry, religion, gender, national origin, marital status, sexual orientation, handicap, age, and Vietnam-era status.

The El Camino Community College District and the Office of Community Education have made every reasonable effort to determine that everything stated in this brochure is accurate. Courses, programs, instructors, class locations, together with other matters contained herein, are subject to change without notice by the administration of the El Camino Community College District and the Office of Community Education for reasons related to student enrollment, level of financial support, instructor availability, or for any other reason, at the discretion of the district and college. The district and the college further reserve the right to add, amend, or repeal any of their rules, regulations, policies and procedures.

OFFICE OF COMMUNITY EDUCATION
The Community Education catalog is produced by the El Camino College Community Education Department: Betty L. Sedor, Program Director; Veronica Mendoza, Program Assistant; Graphic design by Soap Studio Inc. at soapstudioinc.com.

“Your life is enriched with meaning when you allow yourself to become inspired, set goals, and charge after them with passion.”
— Julie Connor

“With how many things are we on the brink of becoming acquainted, if cowardice or carelessness did not restrain our inquiries.”
— Mary Shelley, Frankenstein

The Community Education Office is located in MBBM 131 (Manhattan Beach Blvd. Module #131) or CADV on the map.

For Complete Map of Campus:

The Community Education Office in:
MBBM 131
CADV

El Camino Campus Map

Area Map

Off the 405/San Diego freeway at the Redondo Beach Blvd. exit in the South Bay

For More Information

For online directions and map, go to www.ECCommunityEd.com and click on FAQs.

Register Online: www.ECCommunityEd.com

Register By Phone: 310-660-6460

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REGISTRATION FORM

Name ____________________________
Address __________________________
City _______ State ______ Zip ________
Day Phone ______ Evening Phone ______
E-mail Address ______________________

Date Received: ____________

Fall 2017

REGISTRATION FORM

El Camino College Community Education

Please use the box below to register for the class you wish to attend.

1. This portion of the form must be completed by a parent or guardian of student under 18 years of age.

2. The $10 service fee is non-refundable and cannot be applied toward future registrations.

3. Some classes are subject to a cancellation fee if registration does not meet minimum enrollment requirements.

4. This form is valid for 3 years.

Field Course Registration Fee TOTAL

Course 1 __________ __________ __________
Course 2 __________ __________ __________
Course 3 __________ __________ __________

MAKE CHECK PAYABLE TO: El Camino College

Check Name _______________________
Credit Card # ______________________
Expiry Date __________ Signature __________
Card Type ______________________
Authorized Signature __________

Send registration form to Community Education – El Camino, 6407 Crenshaw Blvd., Torrance, CA 90605

Phone: (310) 600-6450 Fax: (310) 600-6451
www.ECCCommunityEd.com

CANCELLATION Policy: Please choose your classes carefully. No refunds issued unless a class is cancelled by El Camino College. Credit Vouchers in the amount of the class registration fee less a $10 service fee per class will be issued upon requests made 3 full business days before the first class meeting.

REGISTRATION & Medical Consent

I grant approval for my child to participate in youth classes. This form is valid for 3 years.

Date of Birth ________ Grade Level ________ Age ________

CONTACT INFORMATION:

Name __________________________
Parent’s Name (Joint) __________________________
Address __________________________
Phone __________________________
E-mail __________________________

SESSIONS:

Wednesday, Sept. 27, 2017
Due by 5PM • FREE
Ghost Story Writing Contest

Friday, October 20, 2017
3-6PM • FREE
Frankenstein 200 Event

November 9, 2017
11:30AM-2:30PM • FREE
Frankenstein 200 Art Installation Room OPEN

December 9, 2017
11:30AM-2:30PM • FREE
Frankenstein 200 Art Installation Room OPEN

For detailed event and workshop descriptions, see pages 43-46.
Advance Your Career

**NEW!**

**Phlebotomy Technician**
(pg. 14)

**Social Media Bootcamp**
(pg. 22)

**Personal Fitness Trainer Certification (Course + Certification Exam)**
(pg. 12)

**Medical Billing & Coding Training Program**
(pg. 18)

REGISTER ONLINE AT WWW.ECCOMMUNITYED.COM