

AND PROFESSIONAL DEVELOPMENT

Fall 2017

SCHEDULE OF CLASSES

Enrich Your Life



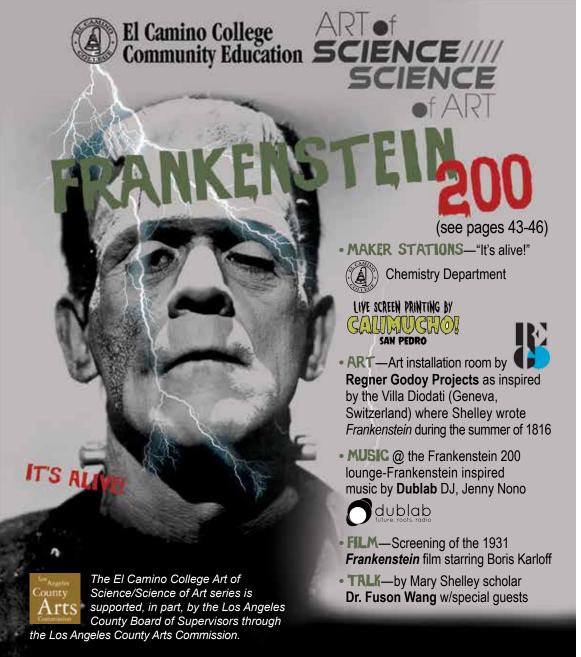


The Art of the Ghost Story--Writing Workshop (see page 45)

Bean Bag Chair MeditationMeditation Made Easy (see page 25)

Ongoing classes offered from Sept.-Dec. 2017

REGISTER ONLINE OR BY PHONE: www.ECCommunityEd.com 310.660.6460



Happy Birthday, Frankenstein! El Camino College Community Education department presents Art of Science/Science of Art: FRANKENSTEIN 200, a bicentennial celebration of the of January 1818 publication of Mary Shelley's gothic romantic masterpiece.

From October 2017 through January 2018 we're offering a series of Frankenstein-inspired workshops, a ghost story writing contest, free open-house hours at a Frankenstein-inspired art installation room by Regner Godoy Projects, and a Frankenstein 200 event on Saturday, October 14, 2017. Join us as we explore representations of the Frankenstein myth in art and science.

EL CAMINO COLLEGE MARSEE AUDITORIUM SATURDAY, OCTOBER 14, 2017 6-92M • \$10 ADULTS/\$5 KIDS (AGES 8+) 310-660-6460 /// WWW.ECCOMMUNITYED.COM









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.

Table of Contents

	Arts, Hobbies, Culinary Featuring: Frankenstein & Bride of Frankenstein Life Drawing Association of Community and Continuing Education AWARD!	4-6
	Business & CareersFeaturing: NEW! Phlebotomy Technician	
	Computers Featuring: Word & Excel + NEW! Introduction to PowerPoint	
	Health & Fitness Featuring: NEW! Bean Bag Chair MeditationMeditation Made Easy Featuring: NEW! Reiki 1: Self Healing	25
	KID's college Featuring: NEW! SAT 1-Day Prep Course	28-30
	Money MattersFeaturing: NEW! Master Money Management	
	Online ClassesFeaturing: Online Instruction Center	
	Young@HeartFeaturing: NEW! Work For Yourself @50+ en español	
FRANKENSTEIN	Special EventsFeaturing: NEW! Frankenstein 200	
enca	How to Register for Classes	47-48

Map & Registration Form.....

ARTS & HOBBIES

CRAFTS



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 to be paid to the instructor in class includes supplies and informational handouts.

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

Saturday, December 2, 2017, 9:00 AM - 12:00 PM

Tuition: \$55

Instructor: Quayum Abdul Location: Chemistry Room 103

Materials Cost: \$30

Candle Making #119681

Have you ever wondered how beautiful candles are made? Have you ever wanted to make fragrant, multicolored candles for yourself or friends? In this dynamic workshop. you'll learn how to create unique candles to enjoy and share for far less than what they cost in stores. By the end of the class, you will create several candles and learn skills enabling them to continue making more at home. Topics include: Getting started, types of candles, candle molds, materials supply sources, and how to add fragrance and color. Class is hands on so please dress accordingly. \$20 materials fee covers the cost of the project materials needed to get started in class and is payable directly to the instructor in class.

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: \$20

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

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 cloths 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 28, 2017, 9:00 AM - 12:00 PM

Tuition: \$55

Instructor: Quayum Abdul Location: Chemistry Room 103

Materials Cost: \$20

Soap Making #112371

Do you love the sensual pleasure of beautiful, aromatic glycerin soaps but hate the high prices? Why not learn to make your own for a fraction of the retail price? Perfect for gifts, bathroom decor, and for people with sensitive skin. You will also learn how to make unique cleansing gels and luxurious bubble bath soap. You'll leave with the soaps you make and the knowledge you need to make more at home. This is a hands on class, dress accordingly.

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

DANCE

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.

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 1:30 PM - 2:30 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 Saturday 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

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: \$59

Instructor: Adam Barnhardt Location: The Clown House

VISUAL ARTS

Beginning Digital Photography Intensive: 3-Day Course #109010

Move over AUTO setting, it's time to take control of your camera! You'll master the basics of digital photography in this 3-day course. Learn how to get accurate focus, set white balance, control sharpness, adjust exposure, choose ISO, and use your camera to make more creative photographs of your favorite subjects, scenes, and moments. You'll also learn about megapixels, jpeg and raw files, and memory cards. Your questions will be answered! Bring to class a digital camera (with adjustments for shutter and aperture) along with the owner's manual. Instructor Craig Fucile teaches photography for Desert institute,

multiple community colleges and UC Riverside Extension. Known as a patient and effective teacher, he received the Fall 2010 Instructor Excellence Award from UC Riverside Extension and the 2007 Distinguished Instructor Award from UC Irvine Extension. Saturday 9:30 AM - 3:30 PM; 3 sessions; starting September 9,

HOBBIES

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ARTS

Tuition: \$99

Instructor: Craig Fucile

Location: El Camino College, ITEC 111

2017, ending September 23, 2017

Materials Cost: \$10

"Very informative and extremely helpful with all of question. Highly recommended." –Beginning Digital Photography Intensive Student

"Mr. Fucile was an amazing instructor. I am very happy that I took his class." –Beginning Digital Photography Intensive Student

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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

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 #48455 Sunday, October 29, 2017, 10:00 AM - 1:00 PM

Long Pose #48456 Sunday, October 29, 2017, 2:00 PM - 5:00 PM

Tuition: \$20 per session Instructor: Michael Van Overbeck Location: Manhattan Beach Blvd

Modules (MBBM) 137

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

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.

- · We have a formula for making original cocktails.
- We created a formula for the proper portions of alcohol, so you don't have to memorize any amounts.
- We will give you surefire ways to increase your tips.
- · We will teach you specific ways to make your quests feel welcome.
- We have a technique for turning complaining customers into happy guests
- We even teach you psychology to get you through the rough nights and to help you charm your customers.

We also offer courses for other key positions in the bar and restaurant industry. The courses that offer certification will proudly display the respected Bar Professional name in addition to the prestige of the El Camino College name.

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

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 Location: El Camino College

Instructor: Ronald Williams 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.



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



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 nonprepackaged 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.

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BUSINESS

Makeup Artist 101 continued from page 11...

Instructor **Jennessy Tyler** has been a make-up artist since 1999 working with top cosmetic companies such as Dior, M.A.C., Chanel, Nars and Yves Saint Laurent. She is an experienced make-up instructor who regularly

teaches at cosmetology schools throughout Southern California.

Saturday and Sunday, November 4 & 5, 2017, 9:00 AM - 6:00 PM

Tuition: **\$299**

Instructor: Jennessy Tyler

Location: ITEC BLDG - Industry Tech

Education Center 143

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 handson-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)

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

MEDICAL CAREERS



Career Prep Workshop--

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

13 Register Online: www.ECCommunityEd.com

Register By Phone: 310-660-6460

12



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 40hour 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

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)

MEDICAL CAREERS

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 a part 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 experience 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.

Course Module Descriptions: Modules may be taken out of sequence.

- 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

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 Gonzales, 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

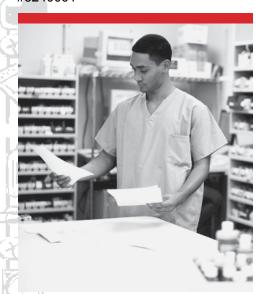
Location: Decathlon Rm (Bookstore Bldg, 2nd floor)

CPR & FIRST AID



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 for licensure, background check/drug

screen 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)

Saturday 9:00 AM - 4:30 PM; 21 sessions; starting October 7, 2017, ending April 14, 2018 (No class on November 25, 2017, December 23, 2017, December 30, 2017, January 13, 2018, February 10, 2018, February 17, 2018, March 31, 2018)

Tuition: \$2,499

Instructor: Stephen Francis, CPhT Location: Manhattan Beach Blvd

Modules (MBBM) 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)

Heartsaver® 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 aerobics teachers/ physical-fitness trainers other individuals who want or need first-aid training This Course is Recommended for: Teachers, Fitness Trainers, Security 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 no 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 more advanced lifesaving measures. Course fee includes American Heart Association instructional booklet. certification card and all course instructional materials.

Saturday, September 23, 2017, 8:30 AM - 12:30 PM

Tuition: \$69

Instructor: Mary Cunningham Location: El Camino College,

MBBM 138

Register Online: www.ECCommunityEd.com

MEDICAL CAREERS



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 American 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

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 & Coding Training Program to sit for NHA's Certified Billing and Coding Specialist Certification exam.

Purchase your exam package through El Camino College

Community Education at www.ECCommunityEd.com.
Search "CBCS Exam Package" and scroll to the bottom of the page or phone us during regular business hours at 310-660-6460.

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!

Fall Exam Dates:

Sat., Nov. 4, 2017 10am-12pm Thur., Dec. 7, 2017 10am-12pm

LAST DAY to register for exam:

Thursday, October 26, 2017 Tuesday, November 28, 2017

MEDICAL CAREERS



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 purrrrtastic 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

0.007401 10.007401

Location: Alondra Room (Top floor,

Bookstore building)

Exam Proctoring Service Do you need us to proctor your \$50 for up to two hours of proctoring.* next university, college or industry-



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 or 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

Public Speaking continued from page 21...

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



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 MvSpace, 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**

23

Instructor: Lindsay Tredent Mauch Location: El Camino College

COMPUTERS

Computer Boot Camp BASICS #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 is for you! You'll start by reviewing the Fundamentals (how to navigate around the desktop, exploring the Internet and email and more), then we will dive deeper: We'll show you how to compose messages; how to attach and send files; how to copy and paste pictures or content from the Internet into your messages; and (especially) how to download and save your attachments onto your computer. All these are handson, practical exercises to make sure you're absolutely comfortable with your e-mail. Finally, we will offer you "The Best of the Internet." We'll show you the top websites for shopping, blogs, entertainment and more! You'll learn how to use Facebook, Twitter, Pinterest and other popular social networking sites. You'll also explore the YouTube website to make you proficient with everything the World Wide Web has to offer!

Paul Lance is the author of Just Tell Me How It Works: Practical Help for Adults on All-Things-Digital. He has spent the last 20 years at the intersection of entertainment, publishing and new media, having worked at Twentieth Century Fox and as head of the west coast office for HarperCollins Publishers. His workshops include the US Small Business Administration. Kaiser Permanente, Employment Development Department (EDD) and others. He was one of the featured presenters at this year's AARP National Convention in Miami.

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

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. Optional \$24.99 materials fee includes Certificate of Completion and a copy of the instructor's book Just Tell Me How It Works: Practical Help for Adults on All-Things-Digital. Prerequisite: Computer Boot Camp

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

Word & Excel: Level 2 Advancing through Word and Excel #9340002

Once you are able to navigate your way through the basics of Word and Excel, you're probably ready to explore what more these two powerful Microsoft Office programs can offer: After a short review, we'll guide you through: Word: We'll take a closer look at formatting pages; working with styles and themes, creating bullets and numbered lists; working with tables and illustrations, and even how to create macros. Excel: We'll show you how to create more complex formulas; how to create charts to spruce up your data; how to work with multiple worksheets; even how to create PivotTables. At the end of the course, you'll receive a Certificate of Completion for Microsoft Word and Excel. Prerequisite: Word & Excel: Level 1 The Basics

3 Saturday, October 7 - 21, 2017, 9:00 AM - 12:00 PM

3 Saturday, October 7 - 21, 2017, 1:00 PM - 4:00 PM

Tuition: \$69

Instructor: Paul Lance
Location: El Camino College

HEALTH & WELL BEING



Bean Bag Chair Meditation-Meditation Made Easy #370003

We know that meditation is good for us—reduces stress, helps with focus, creates a sense of well-being and more— but why is that and how does it work? In this monthly workshop, meditation is not only made easy, but there will be simple breathing, guided and mindful meditations to explore. Plus, you'll enjoy your relaxing meditation retreat in a comfortable bean bag chair!

Sat 10:30 AM - 11:30 AM; November 4, 2017

Sat 10:30 AM - 11:30 AM; December 9, 2017

Tuition: \$15

Instructor: Patty Tahara Rassouli

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 vour 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, thinkingpatterns, 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.

Reiki 1: Self Healing continued from page 24...

Instructor **Patty Tahara Rassouli** has been practicing Reiki for almost a decade. Patty teaches Reiki, yoga, and meditation at various locations including OLLI at CSULB and the Japanese Cultural Institute. She received her Reiki Master Teacher certification from Blossoming Lotus Reiki.

Sat 10:00 AM - 12:00 PM; 4 sessions; starting September 23, 2017, ending October 14, 2017

Tuition: \$139

Instructor: Patty Tahara Rassouli

Materials Cost: \$15

Reiki FREE Information Session #370002

What exactly is Reiki? What are the benefits? What is the meaning of energy healing, meditation, and chakras? Attend this inspiring and informative FREE information session to learn the answer to these questions and more about Reiki. You'll meet our Reiki 1: Self Healing course instructor Patty Tahara Rassouli who will provide you an introduction to Reiki and an outline of what you can look forward to learning in her complete course.

September 9, 2017 Saturday 12:00 PM - 1:00 PM

Location: Decathlon Rm (Bookstore

Bldg, 2nd floor)

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 handcrafted 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

EXCURSIONS



Los Angeles, built this home from river rock, and from its quarters he entertained a wide rage 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 is 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 Store. 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.

WORKSHOP







Grades 1-12



Academic Chess: All Levels #460121



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

Beginning Piano (All ages) #900009



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

Math Tutoring Grades 6-12: Pre-Algebra, Algebra, Geometry or Trigonometry #410056

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



KID's COLLECE @ EL Camino College

Monster Mash Cartoon-Drawing Workshop (Grades 3-5) #7030005



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

Monster Mash Cartoon Drawing (Grades 6-8)

#7030005

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

Continues on next page...

THE WALLEY COMMISSION OF THE PARTY OF THE PA



Monster 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 monsterful 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

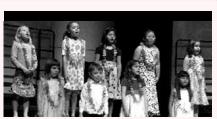
Prep For Dec. 2nd SAT!

Saturday, November 18, 2017 9:00 AM - 5:30 PM

Tuition: **\$225**

Instructor: **Kyara McGee** Location: **El Camino College**,

MBBM 136



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





Master Money Management #3450001

Bust through the bank jargon and financial lingo! In this comprehensive lecture/workshop class, vou'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

8

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,

IIEC 219

"He [Larry Takahashi] provided detailed information on retirement options without a salesperson's bias."

-Retirement Planning Today student

ONLINE INSTRUCTION CENTER



24-Hour Access

Discussion Areas

6 Week Format

Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners. New course sessions begin monthly. Visit our website to view start dates for the courses that interest you.

Complete any of these courses entirely from your home or office and at any time of the day or night.

Prices start as low as: \$120

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.

Enroll Now!

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 HTML5 techniques. 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.

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

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 Introduction to C# Programming 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.

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Over 300 online courses available





TOP 10 ONLINE CAREER TRAINING COURSES

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.

Clinical Dental Assistant \$1995

The Clinical Dental Assistant Online Training Program will prepare you to become a productive member of a dental team as a professional dental assistant.

Grant Writing \$2295

The Grant Writing Online Training Program will teach you the essentials of writing. researching, obtaining, and maintaining grants. You'll learn how to format your proposals, how to write effectively, and how to get funded.

Optician Certification Training \$1895

In this online program, you'll gain the skills and knowledge vou need to obtain an entrylevel job as an optician while you prepare yourself to achieve American Board of Opticianry (ABO) certification.

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, outlines, demos frequently asked questions, pricing and program ratings call us or visit our website

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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



1-on-1 Instructor expert instructors

Affordable

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for many programs



study anytime, anywhere Complete in 3-6 Months!

Books Included included in cost

Certification Most programs lead to

REQUIREMENTS: must have Internet access, e-mail, Netscape Navigator or Microsoft Internet Explorer, and word processing software such as Microsoft Won

Online Career Training Programs careertraining.ed2go.com/elcamino



For more information or to register:

Call 877-221-5151



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:

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- 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



Programs with National Certifications

BUSINESS 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

Online Career Training Programs

with this online training program. You'll learn administrative skills, travel and event planning techniques, effective communication skills, and more. You'll also learn to master Microsoft Office 2007.

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 365 HRS

This program teaches the skills you need to become a successful administrative professional and prepares you to sit for the Microsoft Office 2016 Master Certification exams.

Administrative Professional with Microsoft Office 2016 **Master (Vouchers** Included) 365 HRS This program teaches the skills you need to

become a successful administrative professional and prepares you to sit for the Microsoft Office 2016 Master Certification exams.

Administrative Professional with Microsoft Office Specialist 2007 Training 480 HRS

Become a successful administrative professional by learning general office management, effective business communication. customer service skills. and more. This program also includes training on Microsoft Office 2007.

Administrative Professional with **Microsoft Office** Specialist 2010 460 HRS

Get the training to become an administrative professional, and prepare to become a certified Microsoft Office Specialist 2010 (MOS) at the same time.

Administrative Professional with **Microsoft Office** Specialist 2013 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), 77-420, 77-427, and 77-428 (Excel), 77-422 (PowerPoint), 77-423 (Outlook), and 77-424 (Access).

CLASSES

ONLINE

Online Training Program

600 HRS

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.

Graphic Design with Photoshop 200 HRS

ONLINE CAREER TRAINING PROGRAMS

Administrative Professional with **Microsoft Office** Specialist 2016 455 HRS

Call: 877-221-5151

This program teaches key skills for becoming an Administrative Professional and prepares you to sit for the Microsoft Office Specialist Certification exams.

Administrative Professional with Microsoft Office Specialist 2016 (Vouchers Included) 455 HRS

This program teaches key skills for becoming an Administrative Professional and prepares you to sit for the Microsoft Office Specialist Certification exams.



This program will teach you about the principles of green buildings from insulation to indoor air quality as well as how to perform comprehensive building assessments.



The Certified Bookkeeper Online Training Program helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification.

Certified Global **Business Professional** 160 HRS

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.

Certified Green Supply Chain Professional 60 HRS

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.

Certified Indoor Air 16 HRS

Are you a facility manager, building engineer, or health and safety officer who wants to improve the indoor air quality of your building? If so, the Certified Indoor Air Quality Manager Program is just for you.

Certified Indoor Environmentalist Prep 32 HRS

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.

Certified Mediator and Arbitrator 200 HRS

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.

Certified Mediator and Conflict Resolution Specialist 200 HRS

The Certified Mediator and Conflict Resolution Specialist Program provides students with the skills and knowledge needed to practice mediation.

Certified Protection Officer 50 HRS

Master the skills you need to obtain certification as a Protection Officer. and prepare yourself for employment in this high-demand field.

own pace was great! Being a stay at home mom of 3 kids, I really don't have time to fit in-classroom learning into my schedule."

"Being able to do the Administrative Professional course at home at my

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Certified Residential Interior

Designer 120 HRS

Call: 877-221-5151

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.

Certified Wedding Planner 340 HRS

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.

Chartered Tax Professional 180 HRS

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.

Chartereu Professional for California Residents 200 HRS

With this innovative online California Chartered Tax **Professional Certificate** Program, you can become qualified as a California

California Tax Education Council (CTEC), and start working and earning money while completing your program. **Child Development**

Tax Preparer through the

Associate Training 120 HRS

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 vour career in childcare.

Child Development Associate Training Renewal 45 HRS

Fulfill your renewal requirement for Child **Development Associate** (CDA) certification as you work at your own pace in a flexible, selfdirected online learning environment.

Entrepreneurship: Start-Up and Business **Owner Management** 360 HRS

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!

Event Management and Design 300 HRS

From planning to pyrotechnics, the Event Management and Design **Fitness Business** Management 200 HRS Learn how to manage a personal training program, department, or facility as

a strategic business with

this innovative program.

freight agent.

Grant Writing 300 HRS

Grant Writing + Non-Profit Management

Students will develop graphic design skills while learning the gold standard in photo editing and design software.

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Call: 877-221-5151

ONLINE CAREER TRAINING PROGRAMS



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.



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.

Mastering Project Management with Microsoft Project 2010 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.

Mastering 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 Access 2007 120 HRS

Master Microsoft Access 2007 software with this convenient online training program.

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 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 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 Office 2010 Master Certification Training 300 HRS

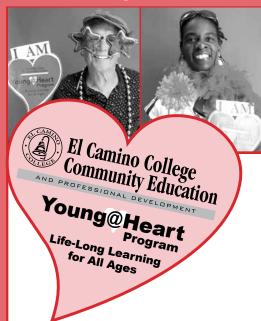
Learn basic to advanced skills in Microsoft Word, Excel, PowerPoint and Outlook 2010 while you prepare for Microsoft Office Specialist (MOS) certification.

38

"I really enjoyed comparing what we were learning to my real life experiences and as I learned different things I really felt like I became a better employee and future management in the business world. It was a great experience."

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YOUNG @ HEART



Computer Boot Camp BASICS #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 is for you! You'll start by reviewing the Fundamentals (how to navigate around the desktop, exploring the Internet and email and more), then we will dive deeper: We'll show you how to compose messages: how to attach and send files; how to copy and paste pictures or content from the Internet into your messages; and (especially) how to download and save your attachments onto your computer. All these are handson, practical exercises to make sure you're absolutely comfortable with your e-mail. Finally, we will offer you "The Best of the Internet." We'll show you the top websites for shopping, blogs, entertainment and more! You'll learn how to use Facebook, Twitter, Pinterest and other popular social networking sites. You'll also explore

In its commitment to lifelong learning, the El Camino College Community Education Department offers classes that target the needs and interests of adults of all ages. The following selection of classes highlight some of the classes designed expressly for plus 50 adults.

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

Computer Boot Camp: BASICS & BEYOND

#500090

Getting a little more comfortable with your computer? Computer Boot Camp BASICS & BEYOND will guide vou 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

39

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

BUSINESS & CAREERS



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 selfemployed 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

AARP Foundation

BUSINESS & CAREERS



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 economia actual. Acompáñanos durante un taller interactivo donde podras:

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

- 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

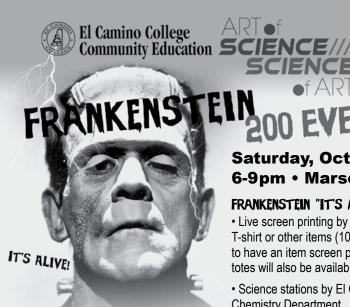
Instructor: Josefina Bedolla Location: El Camino College



Para más imformación llame al: 310-660-6460

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







FRANKENSTEIN "IT'S ALIVE!" MAKER STATIONS

dublab

- Live screen printing by Calimucho! Bring your own T-shirt or other items (100% cotton is recommended) to have an item screen printed for FREE. Shirts and totes will also be available for sale.
- · Science stations by El Camino College **Chemistry Department**

FRANKENSTEIN VAN—Providing transportation to/from the Marsee Auditorium to the Frankenstein **200** interactive ART installation room (MBBM 137) by Regner Godoy Projects as inspired by the Villa Diodati (Geneva, Switzerland) where Shelley wrote

FRANKENSTEIN MUSIC—Frankensteininspired music by **Dublab** DJ, Jenny Nono.

FRANKENSTEIN FILM—Screening of the 1931 Frankenstein film starring Boris Karloff. Frankenstein during the summer of 1816.

FRANKENSTEIN TRLK—Mary Shelley scholar Dr. Fuson Wang leads a panel discussion asking a deceptively simple question: "How did a debut teenage novel manage to capture the global imagination for 200 years?" Its reach extends far beyond Halloween costumes and horror movies. Scientists, for example, have taken heed of the novel's chastising humanism, and modern medicine's ethical framework arose in part out of Shelley's 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 Kev 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 (familyfriendly 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.

FRANKENSTEI

Ghost Story Writing Contest continued from page 43... CRITERIA FOR JUDGING: Readers often consider ghost stories successful if they meet certain expectations. Therefore, these common expectations form the criteria for judging submissions.

- 1. TONE: The story either scares or delights me.
- a. Emotional expectations are high for ghost stories. If you are moved, either to fear or to laughter, 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 in order to suspend disbelief. Detail and description, including word choice and sentence structure, are ways in which readers enter imaginatively into the world of the story. If you forget you are reading a story and instead are with the characters as they move through the story, 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
- 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
- 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 but 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

Further guestions? 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!



FRANKENSTEIN

WORKSHOPS

A series of Frankenstein-inspired workshops in honor of the bicentennial celebration of the January 1818 publication of Mary Shelley's Frankenstein.

The Art of the Ghost Story--Writing Workshop

#710056



When things go bump in the night, do you run--or do vou write? Bring your ghostly imaginings to this workshop.

where we'll discuss famous ghost stories and why they scare us, then use those concepts to draft our own. We'll write within a recreation of Villa Diodati, where a storm and a challenge led Mary Shelley to create Frankenstein.

Instructor Suzanne Gates received her MFA in Creative Writing from the University of California, Irvine, and her Doctor of Education from UCLA. She teaches English at El Camino College. and writes historical mysteries. Her first novel. The Glamorous Dead. will be released by Kensington Press on October 31, 2017.

Sat 2:00 PM - 5:00 PM; October 7, 2017

Tuition: \$35

Instructor: Suzanne Gates Location: Manhattan Beach Blvd

Modules (MBBM) 137

Monster Mash Cartoon--Drawing Workshop (Grades 3-5) #7030005

Everyone loves to draw monsters! What monster will you draw? Whether your monster is a toe-tapping, clawwagging, 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 - 11:00 AM; October 21, 2017

Tuition: \$35

Instructor: Carlos Durazo

Location: Manhattan Beach Blvd

Modules (MBBM) 137

Monster Mash Cartoon Drawing (Grades 6-8)

#7030005 See page 29.

Frankenstein & Bride of Frankenstein Life Drawing



#100013 See page 7.





FRANKENSTEIN

FRANKENSTEIN 200 ART INSTALLATION ROOM

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











BY MAIL

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

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).

ONLINE

ECCommunityEd.com & pay by credit card

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.

CERTIFICATES OF COMPLETION \$10

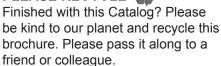
If you would like a beautifully created Certificate of Completion with the El Camino College emblem and your name indicated, after successful completion of a course, mail in or phone in your request to the Community Education office along with \$10 per certificate. Letter of completion, \$5.

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





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



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LIKE US ON FACEBOOK

www.facebook.com | El Camino College Community Education



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."

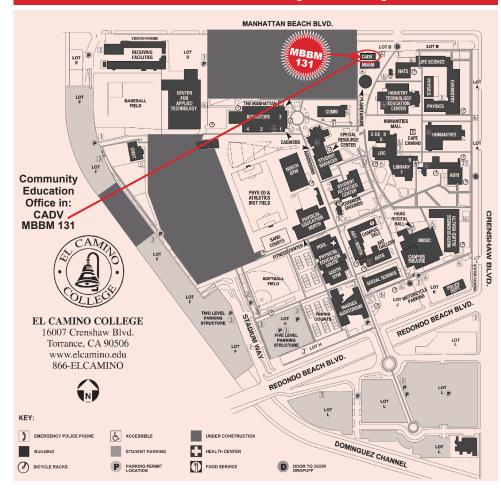
— Julie Connor

"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 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.

El Camino Campus Map



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

For Complete Map of Campus:

ARTESIA BLVD. ARTESIA BLVD. ARTESIA FWY (91) (Map Not to Scale)

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.

El Camino College Community Education

Please

Community Education	KEGISTKATION FORM	carefully. No refunds issued unless a class is cancelled by El Camino College Credit Voirchers in the amount of the
OK to duplicate)	(310) 660-6460 • www.ECCommunityEd.com Fall 2017	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. Credit Vouchers are applicable toward a future Community Education class and are valid for 3 years.
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-Mail Address		to participate in youth classes.
Aay we send you e-mail announcements?	nts?	I understand Community Education does not provide health or medical insurance for participants. The undersigned agrees to defend, indemnify and hold harmless the El Camino Community Collego. District, its Board of Trustees, officers, agents and employees, individually and collectively, from an
Course Start Date/Time	Title of Course Fee	against all costs, losses, claims, demands, suits, actions, payments and judgments, including legs and attorney fees, arising from personal or bodily injuries, property damage or otherwise, regardles
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send registration form to: Community www.ECCommunityEd.com	end registration form to: Community Education – El Camino, 16007 Crenshaw Blvd., Torrance, CA 90506 www.ECCommunityEd.com e-mail: CommEd@elcamino.edu Fax: (310) 660-6015	Various illustriation of additional person with risk to confidence in case of Emergency Name: Phone: ()

El Camino College Community Education SCIENCE///

#artscienceecc #lacountyarts #Frankenstein200

SCHEDULE OF EVENTS & WORKSHOPS



27







20

SEPTEMBER 2017



Ghost Story Writing Contest

Wednesday, Sept. 27, 2017 Due by 5PM • FREE

Contest entry deadline to submit your written ghost story for a chance to win a limited edition Frankenstein 200 tote bag by Calimucho filled with goodies including a \$50 Amazon gift card and have your story read at the Frankenstein 200 event on Saturday, October 14, 2017.

OCTOBER 2017

Saturday, October 7, 2017

The Art of the Ghost Story --Writing Workshop

Tuition: \$35 Location: Manhattan Beach Blvd Module (MBBM) 137

Saturday, October 21, 2017 21 9-11 AM (Grades 3-5) 11:30AM-1:30 PM (Grades 6-8)

Monster Mash Cartoon -- Drawing Workshop

Tuition: \$35 Location: Manhattan Beach Blvd Modules (MBBM) 137

Sunday, October 29, 2017

Session 1: Quick Poses 10:00 AM - 1:00 PM Session 2: Long Pose 2:00-5:00 PM

Frankenstein & Bride of **Frankenstein Life Drawing** Tuition: \$20 per session

Location: Manhattan Beach Blvd Modules (MBBM) 137

NOVEMBER 2017



DECEMBER 2017

Friday, December 1, 2017 3-6 PM • FREE Frankenstein 200

Art Installation Room OPEN Location: Manhattan Beach Blvd

Module (MBBM) 137

Saturday, October 14, 2017 6-9 PM • \$10/\$5

Frankenstein 200 Event Happy birthday Frankenstein! A bicentennial celebration of the January 1818 publication of Mary Shelley's gothic romantic masterpiece.

- Maker Stations
- Art Installation Room
- Music
- Film

7

29

Location: Marsee Auditorium

Friday, October 27, 2017 3-6 PM • FREE

Frankenstein 200 **Art Installation Room OPEN** Location: Manhattan Beach Blvd Module (MBBM) 137

Friday, October 20, 2017 3-6 PM • FREE

Access also available by appointment to school groups or clubs--call 310-660-6460.

Frankenstein 200 **Art Installation Room OPEN**

Location: Manhattan Beach Blvd Module (MBBM) 137

Saturday, October 28, 2017 28 3-6 PM • FREE

Access also available by appointment to school groups or clubs--call 310-660-6460.

Frankenstein 200 **Art Installation Room OPEN**

Location: Manhattan Beach Blvd Module (MBBM) 137



27

Friday, November 3, 2017 3-6 PM • FREE

Access also available by appointment to school groups or clubs--call 310-660-6460

Frankenstein 200 Art Installation Room OPEN Location: Manhattan Beach Blvd

Module (MBBM) 137

11:30 AM-2:30 PM • FREE Access also available by appointment to school groups or clubs--call 310-660-6460.

Frankenstein 200 **Art Installation Room OPEN** Location: Manhattan Beach Blvd Module (MBBM) 137

9 JANUARY 2018 Saturday, December 9, 2017

3

January 4-February 28, 2018 • FREE

Saturday, November 18, 2017 18

Access also available by appointment to

school groups or clubs--call 310-660-6460.

Art Installation Room OPEN

Location: Manhattan Beach Blvd

11:30 AM-2:30 PM • FREE

Frankenstein 200

Module (MBBM) 137

Frankenstein Art Exhibit

@ The Library Frankenstein 2018--a series of illustrations by

filmmaker & artist Jim Towns to commemorate the bicentennial of the book's publication. Location: El Camino College Library

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





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