



El Camino College Community Education

AND PROFESSIONAL DEVELOPMENT

Fall 2009

SCHEDULE OF CLASSES

Step Into The Spotlight!

Spotlight on
career development

Spotlight on
personal development



Short-term, not-for-credit classes, workshops, training programs and events designed for professional and personal development.

**Ongoing classes offered
from Sept.–Dec. 2009**

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

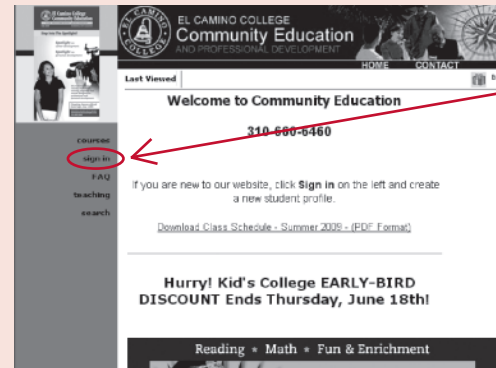
Every Dollar Counts!

Enroll online at www.EGCommunityEd.com and save \$1 per class.

Enter Code **EDC** at check out to obtain \$1 discount

EZ Directions to Enroll Online

Step 1: Go to www.EGCommunityEd.com

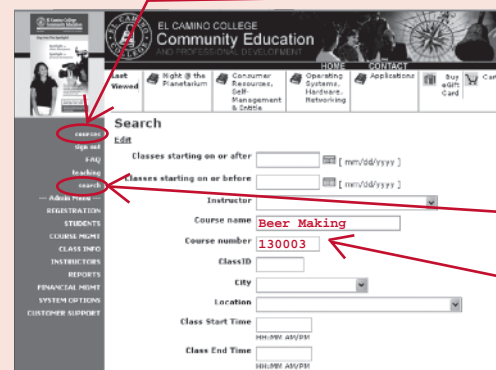


If you are new to our website, click **Sign in** on the left-hand side and create a new student profile.



Next, sign in with your new **Username** and **Password**

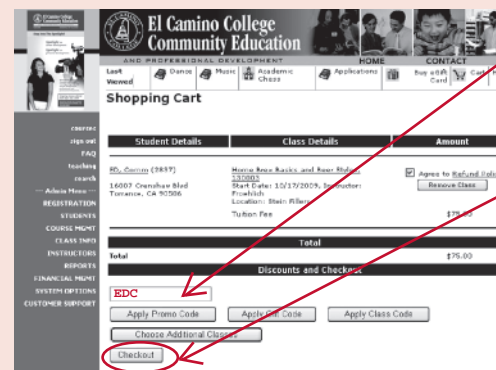
Step 2: Select Your Classes



Next, click on **Courses** to the left and find a class by exploring the category links that offer lists of classes in each subject area.

Or, search for your class by clicking on **Search** to the left, scrolling down the page and either entering the **Course Name** OR **Course Number** as indicated in the course catalog and then clicking **Go**

Step 3: Check Out



Enter the **code EDC** in the blank box and click **Apply Promo Code**

Click **Check Out** button

\$1 discount offer only available for students who enroll online.

Note: Hurry! Offer ends December 2009.

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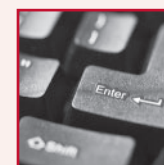
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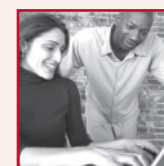
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The El Camino Community College District is committed to providing equal opportunity in employment and educational opportunities for all individuals, regardless of race, color, ancestry, religion, gender, national origin, marital status, sexual orientation,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

CAREERS

Become a Notary Public-- Prep Class 210002

This six-hour intensive course is designed to equip you with everything you need to know to become a safe and effective notary. You'll learn how to pass the test (must be taken every four years), prevent lawsuits, keep a journal, fill out certificates, and solutions to challenging problems. Become a more valuable employee, make additional income, provide customer service for your business or organization, or start your own business. Class includes a practice Notary Public exam. Fingerprints required after you pass the exam. For more information visit: www.ss.ca.gov/business/notary/notary.htm

Email or Call CPS to Schedule your exam for Saturday at the Social Science Bldg, Room #106 on one of the following dates Oct 24, Nov 14 & Dec 19 @10:30am and 12:30 pm. (916) 263-3520 #3 <http://www.cps.ca.gov> <<http://www.cps.ca.gov>> select "applicants" "exam reg." "notary public info." For the exam you will need: (1) a check in the amount of \$40 (for new applicants and renewals) made payable to the Secretary of State; (2) a current driver's license with photo, state-issued ID card, or other appropriate photo ID; and (3) two sharpened #2 pencils (4) two by two color passport photo

Tuesday, Thursday, 5:45 PM - 9:00 PM; 2 sessions starting October 20, 2009, ending October 22, 2009

Tuition: **\$99.00**
Instructor: **Notary Public Seminars**
Location: **Social Sciences Room 105**
Materials Cost: **\$30.00**

Become a Notary Public --Renewing Notaries ONLY 210139

As of January 2009, renewing notaries may take a three-hour approved Notary refresher course. In this three hour state required seminar you will review all laws and regulations required to know to continue as a notary. You must take the exam and be fingerprinted again.

Thursday, 5:45 PM - 9:00 PM; 1 session on October 22, 2009

Tuition: **\$50.00**
Instructor: **Notary Public Seminars**
Location: **Social Sciences Room 105**
Materials Cost: **\$30.00**

How to Start a Successful Restaurant Business 210124

It's a fact: 59 to 90% of new food service or restaurant ventures fail in the first year of operation! Come learn why serving good food is no longer a guarantee for success. The "Total Dining Experience" is the new standard. You'll learn the secrets to owning a successful restaurant, including information about opening your own restaurant or buying into a franchise, choosing the ideal location, negotiating the lease and industry dining trends.

Instructor Michael Lao is a highly respected consultant and is a Hospitality & Tourism Department Chair at a well-respected college program in the Los Angeles area. He also holds a Master's degree in Hospitality Management from Cornell University and has over 30 years of entrepreneurial and corporate experience in the Hotel and Food Service industry.

Saturday, 9:00 AM - 12:00 PM; 1 session on September 19, 2009

Tuition: **\$59.00**
Instructor: **Michael Lao**
Location: **TBA**
Materials Cost: **\$12.00**

Improving Restaurant Profitability 210125

Your restaurant is now in operation but the bottom line is not exactly meeting your expectations. What are some areas on your profit and loss Statement you need to analyze? Do you know the industry's "rule of thumb" for expenses? Come learn how to break down your P&L statement into analytical chunks. You will learn to understand cost and revenue centers, how to maximize your marketing, how to apply management techniques to help reduce food and beverage costs (without impacting your guests negatively), how to improve employee productivity while preventing reduce employee turnover, and how to analyze sales trends and develop local marketing strategies.

Saturday, 1:00 PM - 4:00 PM; 1 session on September 19, 2009

Tuition: **\$59.00**
Instructor: **Michael Lao**
Location: **TBA**
Materials Cost: **\$12.00**

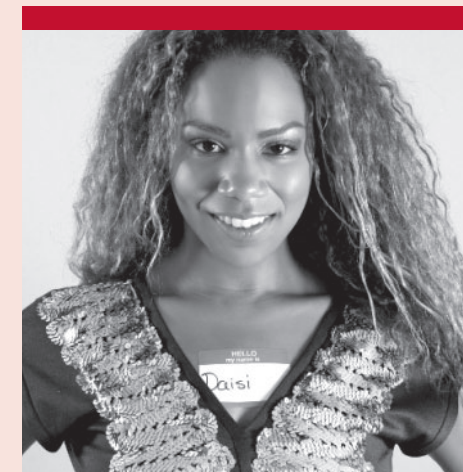


Introduction to Voiceovers 210146

Have you ever wanted to be the voice everyone hears on commercials and documentaries? This fun and interactive class covers details of the industry, the importance of marketing, and of a demo tape. You will be coached and recorded for a personal evaluation. Be warned- many who have taken this class have gone on to become real, bona-fide professional voice actors! *This class is 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.*

Wednesday, 7:00 PM - 9:00 PM; 1 session on September 23, 2009

Tuition: **\$54.00**
Instructor: **Voices For All**
Location: **SOCS 105**



Modeling Career - How to Become a Professional Model 210135

In this first part of the two-part Modeling Career series, you will gain the knowledge, skills and confidence to prepare you to land a commercial or print job that can earn you a lucrative income to potentially pay for your college tuition, a car or a new home! *Instructor Daisi Pollard is an entertainment/performing arts teaching professional with several years experience educating adults and kids. Formally educated in Theatre Arts and International Business, she created and taught curriculum for high-profile commercial-modeling programs as well as for private clients. She specializes in acting, modeling, and pageantry.*

Thursday, 6:00 PM - 9:00 PM; 1 session on September 17, 2009

Tuesday, 6:00 PM - 9:00 PM; 1 session on October 6, 2009

Thursday, 6:00 PM - 9:00 PM; 1 session on November 5, 2009
Friday, 6:00 PM - 9:00 PM; 1 session on December 4, 2009

Tuition: **\$59.00**
Instructor: **Daisi Pollard**
Location: **SOCS 205**

Modeling Career - The Photo Shoot 210136

You already know what it takes to be a professional model. Now it is time to put those skills you have learned to the test. In the competitive industry of modeling, professional photos are the most important tool you can ever have. Here is your chance to experience a professional photo shoot that will help lead you to a lucrative career in print modeling for magazines, catalog and more. This is your chance to learn everything you need to know about achieving those great photos you always wanted. You will receive step-by-step guidance through a professional photo shoot, giving you great tips and tricks to looking like a professional in front of the camera.

Thursday, 6:00 PM - 9:00 PM; 1 session on September 24, 2009

Tuesday, 6:00 PM - 9:00 PM; 1 session on October 13, 2009

Thursday, 6:00 PM - 9:00 PM; 1 session on November 12, 2009

Friday, 6:00 PM - 9:00 PM; 1 session on December 4, 2009

Tuition: **\$59.00**
Instructor: **Daisi Pollard**
Location: **SOCS 205**

Travel & Get Paid 210145

Does the thought of enjoying exotic vacations and once in a lifetime experiences sound like a dream come true? What if you can have everything you have dreamt of and more? What would you say if you could have all the above and get paid for it! It's true...you can travel, experience things that you never thought possible and get paid for it! Come learn the ins and outs of becoming tour directors, tour managers, adventure guides and tour guides. We'll cover careers working locally, domestically and internationally on tours, programs and cruise ships. There's something for everyone. *Instructor Cherie Anderson has been a tour director and cruise host for over eighteen years. She has been training professional tour directors since 1993.*

Saturday, 9:30 AM - 12:30 PM; 1 session on October 10, 2009

Tuition: **\$49.00**
Instructor: **Cherie Anderson**
Location: **SOCS 112**
Materials Cost: **\$5.00**

MEDICAL FIELD

Clinical Medical Assistant Training Program 210138

As a Clinical Medical Assistant, the student will be trained to help the physician carry out procedures, care for patients, perform basic lab tests and administer medications. The Clinical Medical Assistant works in a physician's office or a clinic setting. This course combines classroom instruction of 134 hours and off-site externship of 160 hours to provide students with a comprehensive learning experience. Course fee includes books, consumable supplies, externship, and course-completion certificate. Career-training loans available through SLM Financial, call 1-888-272-5543 or visit www.slmfinancial.com for more information.

Saturday, 9:00 AM - 4:30 PM; 20 sessions starting October 17, 2009, ending February 27, 2010

Tuition: **\$2,625.00**

Instructor: **Boston Reed College**
Location: **SOCS 104**

FREE Information Night! 210137

Free orientation meeting for anyone interested in enrolling in the Clinical Medical Assistant 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 Clinical Medical Assistant.

Thursday, 5:30 PM - 6:30 PM; 1 session on September 17, 2009

Cost: **FREE. Reservation required, call 310-660-6460 to RSVP.**



CPR and First Aid Certification 150005

Upon completion of this eight-hour American Red Cross course, you will be certified to administer CPR for up to one year and three years in standard First Aid. This course will equip you with the necessary skills and information to allow you to be effective in a time of emergency. Highly recommended for parents (includes child & infant CPR), teachers, and health-care professionals. Materials fee includes Red Cross training manual and Certification Card.

Saturday, 9:00 AM - 5:00 PM; 1 session on October 24, 2009

Saturday, 9:00 AM - 5:00 PM; 1 session on December 12, 2009

Tuition: **\$45.00**

Instructor: **Adeleke Peters**
Location: **SOCS 105**

Materials Cost: **\$28.00** (Includes Red Cross training book and Certification card)

Pharmacy Technician Training Program 210110

As a pharmacy technician you will help the pharmacist package or mix a prescription, maintain client records, refer clients to the pharmacist for counseling, assist with inventory control and purchasing, as well as collect payment and coordinate billing. This course combines 180 hours of classroom instruction with a 120-hour pharmacy externship to provide you with a complete learning experience. Career-training loans available through SLM Financial, call 1-888-272-5543 or visit www.slmfinancial.com for more information.

Saturday, 9:00 AM - 4:30 PM; 27 sessions starting October 17, 2009, ending April 17, 2010

Tuition: **\$2,625.00**
Instructor: **Boston Reed College**
Location: **SOCS 207**

FREE Information Night! 210109

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.

Thursday, 6:30 PM - 7:30 PM; 1 session on September 17, 2009

Cost: **FREE. Reservation required, call 310-660-6460 to RSVP.**
Location: **SOCS 104**



MEDICAL FIELD

MEDICAL BILLING & CODING

Health Information Management 7-Class Series 230033

Free Information Night!

Are you interested in entering the medical billing & coding profession? Attend this free information night and learn about our Health Information Management Series. We will discuss career opportunities & salaries, national certifications, classroom and homework requirements, home-based business and more. Instructor Vickie Herbert will provide answers to all of your questions to get you started on a health information management career. *Instructor Vickie Herbert has been teaching Medical Billing since 1994. She is a licensed X-Ray Technician and has over thirty years experience working in the medical industry. She is also a Certified Professional Coder of the American Academy of Professional Coders.*

Thursday, 6:30 PM - 7:30 PM; 1 session on October 29, 2009

Instructor: **Vickie Herbert** Location: **SOCS 105**

7 Class Discounted Series Price: \$1,199.00

For NEW Students --- 1st class of 7-class SERIES BEGINS:

Medical Terminology 1 (Course 1 of 7) 230034

Learn the basic concepts to build a strong medical vocabulary including common medical terms related to major disease processes, drugs and treatment modalities. This is a pre or co-requisite and the basic foundation for the continuing courses in the medical coding, medical billing, medical office procedures field.

Tuesday, Thursday, 6:30 PM - 9:00 PM; 7 sessions starting November 17, 2009, ending December 15, 2009

Tuition: **\$199.00**

Instructor: **Vickie Herbert**

Location: **SOCS 105**

For CONTINUING STUDENTS of Winter/Spring & Summer 7-Part Series:

Medical Billing and Reimbursement (Course 6 of 7) 230035

This introduction to billing course offers you the opportunity to use the coding skills you have acquired to relate the ICD9 codes to appropriate CPT codes for accurate billing and reimbursement. You will understand the importance of documentation as you learn how to complete the CMS-1500 form. This course will help you gain proficiency as an insurance billing specialist and learn about the various health care payers such as Medicare, HMO, etc. *Instructor Vickie Herbert has been teaching Medical Billing since 1994. She is a licensed X-Ray Technician and has over thirty years experience working in the medical industry. She is also a Certified Professional Coder of the American Academy of Professional Coders.*

Thursday, Tuesday, 6:30 PM - 9:00 PM; 7 sessions starting September 10, 2009, ending October 1, 2009

Tuition: **\$199.00**

Instructor: **Vickie Herbert**

Location: **SOCS 105**

Medical Information Technology (Course 7 of 7) 230040

You will get up-to-date knowledge about the concepts of computer technology related to health care and computer systems/data communications and compliance issues. Explore tools and techniques for collecting, storing and retrieving health care data, presentation software and an overview of EHR (electronic health records). Computer lab time included using the MediSoft practice management software.

Tuesday, Thursday, 6:30 PM - 9:00 PM; 7 sessions starting October 6, 2009, ending October 27, 2009

Tuition: **\$199.00**

Instructor: **Vickie Herbert**

Location: **TBA**



THE ART OF NEGOTIATION SERIES Certificate of Achievement Series

Today's world requires knowing how to negotiate. In a comprehensive seven-part series, find out everything you need to know to succeed in negotiating. Participants who complete all sessions will receive a Certificate of Achievement

Cost: Sign up for individual classes at \$39.00 each or all four at the same time for \$135.00 +\$40.00 ONE TIME material fee paid to the instructor Same text book for all classes (including advanced series).

Instructor Pearl Georgen is a Professional Mediator, with her private practice located here in the South Bay since 1993. Some of the panels she serves on are the Los Angeles Superior Court in addition to United States Bankruptcy Court and the Equal Employment Opportunity Commission. At El Camino College she is one of our most popular instructors.

Negotiation 1: The Art of Getting What You Want - Course 1 of 4 300041

Learn the inside secrets the pro's use to negotiate successfully for anything they want. Discover techniques so powerful they'll literally guarantee you'll never again be intimidated or have to settle for anything less than what you want when dealing with landlords, creditors, attorneys, salespeople, mechanics, bosses, family, friends, lovers, co-worker, and even children.

Wednesday, 6:30 PM - 8:30 PM; 1 session on September 30, 2009

Tuition: **\$39.00**
Instructor: **Georgen**
Location: **SOCS 104**
Materials Cost: **\$40.00**

Please note: There is a ONE TIME \$40 material fee. The fee purchases a book that is used for all Negotiation classes offered.

Negotiation 2: How to Talk and What to Say-- Course 2 of 4 300026

Further your negotiating skills in an excellent hands-on class that focuses on the communication aspects of negotiation. Discover how to become more persuasive by reframing messages in such a way that the other person can hear and accept an idea. Learn how to deal with difficult people effectively and the most powerful words to use when advancing your viewpoint.

Wednesday, 6:30 PM - 8:30 PM; 1 session on October 7, 2009

Tuition: **\$39.00**
Instructor: **Georgen**
Location: **SOCS 104**

Materials Cost: **\$40.00**

Please note: There is a ONE TIME \$40 material fee. The fee purchases a book that is used for all Negotiation classes offered.

Negotiation 3: Mastery of the Art--Course 3 of 4 300027

Learn the heavily guarded, rarely revealed, industry secrets that are practiced by the top negotiators and will turn amateurs into masters. Discover secret techniques so powerful you'll be able to literally outsmart other negotiators, obtain maximum empowerment when negotiating, control and guide the negotiating process, and overcome nearly every obstacle. You'll learn about your personal style of negotiation, strategies for the effective use of time, how to use silence and timing to your advantage, and how to win at the 'psyching out' game.

Wednesday, 6:30 PM - 8:30 PM; 1 session on October 14, 2009

Tuition: **\$39.00**
Instructor: **Georgen**
Location: **SOCS 104**
Materials Cost: **\$40.00**

Please note: There is a ONE TIME \$40 material fee. The fee purchases a book that is used for all Negotiation classes offered.

Negotiation 4: Resolving Critical Issues--Course 4 of 4 300057

The whole process of negotiating becomes far simpler and more effective when you learn the type of conduct that will carry you through the difficult decisions and ethical dilemmas

ADVANCED NEGOTIATION SERIES Certificate of Achievement Series

Continue to sharpen your negotiation skills with our advanced series taught by one of our most popular instructors, Pearl Georgen. Attend all three courses and receive a Certificate of Achievement.

Instructor Pearl Georgen is a Professional Mediator, with her private practice located here in the South Bay since 1993. Some of the panels she serves on are the Los Angeles Superior Court in addition to United States Bankruptcy Court and the Equal Employment Opportunity Commission.

Cost: Sign up for individual classes at \$49.00 each or all three at the same time for \$117.00 +\$40.00 ONE TIME material fee paid to the instructor. Same text book for all classes.

you might have to face as a negotiator. Learn how to apply principles that will help you make difficult decisions and overcome and resolve ethical dilemmas. Learning this code of conduct will not only help you maintain your integrity and credibility, but also improve your overall effectiveness as a negotiator.

Wednesday, 6:30 PM - 8:30 PM; 1 session on October 21, 2009

Tuition: **\$39.00**
Instructor: **Georgen**
Location: **SOCS 104**
Materials Cost: **\$40.00**

Please note: There is a ONE TIME \$40 material fee. The fee purchases a book that is used for all Negotiation classes offered.

Negotiation 5: Secrets of Effective Persuasion-- Advanced Course 1 of 3 300058

This highly effective, entertaining and enjoyable class will teach you precisely how to develop the ability to get better results and more of what you want and deserve in business and in life. You'll discover the secrets the powerful communicators use to organize and present information in the most persuasive way possible; how to maintain control of a presentation without ever coming across as arrogant or pushy; how to virtually guarantee you'll communicate more persuasively in any situation; and the inside secrets of influencing the behavior of others.

Wednesday, 6:30 PM - 8:30 PM; 1 session on October 28, 2009

Tuition: **\$49.00**
Instructor: **Georgen**
Location: **SOCS 104**
Materials Cost: **\$40.00**

Please note: There is a ONE TIME \$40 material fee. The fee purchases a book that is used for all Negotiation classes offered.

Negotiation 6: Power Strategies--Advanced Course 2 of 3 300059

The key to effective negotiation is sound strategic planning. This class teaches you the

little known and tightly guarded strategies used by top-level managers and military personnel when developing the foundation for negotiating. Get the inside info you need to make it to the top by learning tactics for being better, smarter and faster than your competition. Discover the most powerful, proven strategies for maximizing your effectiveness in any negotiation. Learn the 'training principles' for becoming a master strategist, how to obtain and maintain leverage, the structure of power and how to achieve it, and more?

Wednesday, 6:30 PM - 8:30 PM; 1 session on November 4, 2009

Tuition: **\$49.00**
Instructor: **Georgen**
Location: **SOCS 104**
Materials Cost: **\$40.00**

Please note: There is a ONE TIME \$40 material fee. The fee purchases a book that is used for all Negotiation classes offered.

Negotiation 7: Multiplying Your Effectiveness-- Advanced Course 3 of 3 300060

All the knowledge in the world alone will not make you an effective negotiator. It all starts with the application of this knowledge. This course is the culmination of the previous six courses on negotiation. By learning to incorporate each of the components of the negotiation process you'll improve your effectiveness almost exponentially. Discover and develop your maximum potential as a negotiator by learning to systemize the negotiation process using proven street-smart, result-oriented, bottom-line techniques to quickly position you as a master negotiator. Take this crucial final step to ensure your success as a negotiator.

Wednesday, 6:30 PM - 8:30 PM; 1 session on November 11, 2009

Tuition: **\$49.00**
Instructor: **Georgen**
Location: **SOCS 104**
Materials Cost: **\$40.00**

Please note: There is a ONE TIME \$40 material fee. The fee purchases a book that is used for all Negotiation classes offered.

ARTS & HOBBIES



Art History Series

Art History at its finest and most varied, from abstract dot painting to contemporary photography! Over the course of eight workshop classes, we will look at how the masterpieces of the past (painting, sculpture) have influenced architecture (Louvre, Sydney Opera House) and movies (The mummy, Gladiator, Angels and Demons, Da Vinci Code) of today! In addition, special topics covered include the lives of great artists such as Michelangelo, the Medici family, Brunelleschi and more! Purchase one workshop for \$20 or all 8 for the discounted rate of \$120! Instructor **Wendy Stockstill** (pictured above) is a part-time art history instructor for both El Camino College and East Los Angeles College. She has traveled throughout Europe, the South Pacific, Africa and Asia. Through these experiences, Wendy's approach to teaching is to see how the cultures of the past are reflected in the present.

Ancient Art & Contemporary Art

109003
Wednesday, 1:00 PM - 3:00 PM;
1 session on September 16, 2009

Tuition: **\$20.00**
Instructor: **Wendy Stockstill**
Location: **Joslyn Center, Manhattan Beach**

Art In the Movies --- Egypt & London

109003
Wednesday, 1:00 PM - 3:00 PM; 1 session on
September 23, 2009

Tuition: **\$20.00**
Instructor: **Wendy Stockstill**
Location: **Joslyn Center, Manhattan Beach**

Art In the Movies --- Rome, Italy

109003
Wednesday, 1:00 PM - 3:00 PM; 1 session on
September 30, 2009

Tuition: **\$20.00**
Instructor: **Wendy Stockstill**
Location: **Joslyn Center, Manhattan Beach**

Brunelleschi --- Florence & Rome, Italy

109003
Wednesday, 1:00 PM - 3:00 PM; 1 session on
October 7, 2009

Tuition: **\$20.00**
Instructor: **Wendy Stockstill**
Location: **Joslyn Center, Manhattan Beach**

Cosimo de' Medici --- Florence, Italy

109003
Wednesday, 1:00 PM - 3:00 PM; 1 session on
October 14, 2009

Tuition: **\$20.00**
Instructor: **Wendy Stockstill**
Location: **Joslyn Center, Manhattan Beach**

Michelangelo, The Early Years

109003
Wednesday, 1:00 PM - 3:00 PM; 1 session on
October 21, 2009

Tuition: **\$20.00**
Instructor: **Wendy Stockstill**
Location: **Joslyn Center, Manhattan Beach**

Michelangelo, Sistine Chapel, Rome, Italy

109003
Wednesday, 1:00 PM - 3:00 PM; 1 session on
October 28, 2009

Tuition: **\$20.00**
Instructor: **Wendy Stockstill**
Location: **Joslyn Center, Manhattan Beach**

Dauids by Donatello, Michelangelo & Bernini

109003
Wednesday, 1:00 PM - 3:00 PM; 1 session on
November 4, 2009

Tuition: **\$20.00**
Instructor: **Wendy Stockstill**
Location: **Joslyn Center, Manhattan Beach**

CRAFTS



Balloon Holiday Decor ---Halloween Theme

210140
Perfect for your Halloween-themed dinner, party, event or school/home/office decor! In this hands-on workshop, students will learn about the amazing variety of balloons available today as well as the essential basics of how to inflate, size, and tie balloons. You will then learn to create Halloween-themed balloon ideas! Information about starting your own balloon-decorating business will also be presented. Instructor **Carolyn Baker** has been a professional balloon decorator for more than four years and is the owner of Total Package Balloons, a full-service party-planning company.

Saturday, 10:00 AM - 12:00 PM; 1 session on
October 17, 2009

Tuition: **\$39.00**
Instructor: **Carolyn Baker**
Location: **SOCS 109**
Materials Cost: **\$15.00**

Balloon Holiday Decor ---Thanksgiving & Holiday Themes

210140
Perfect for your Thanksgiving or Holiday-themed dinner, party, event or school/home/office decor! In this hands-on workshop, students will learn about the amazing variety of balloons available today as well as the essential basics of how to inflate, size, and tie balloons. You will then learn to create holiday-themed balloon ideas! Information about starting your own balloon-decorating business will also be presented.

Saturday, 10:00 AM - 12:00 PM; 1 session on
November 7, 2009

Tuition: **\$39.00**
Instructor: **Carolyn Baker**
Location: **SOCS 109**
Materials Cost: **\$15.00**

Bath Products

119697

At the end of the day, nothing makes you feel more pampered than a hot bath with wonderful soaps, gels, and bubbles. In this fun hands-on class, learn simple techniques for making one-of-a-kind bath products that will relax and delight you. Once you experience them, you will never buy the expensive, commercial bath products again. Find out about ingredients and equipment, where to find them, how to get started, tips for the challenges of making bath gels and how to add herbs, glycerin, milk or oil. Also, discover the aroma therapeutic effects of certain essential oils and how to add them. Learn how to make bath salt in few minutes. This class is hands-on, so please dress accordingly. \$20 material fee payable in the 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, 9:00 AM - 12:00 PM; 1 session on
December 5, 2009

Tuition: **\$39.00**
Instructor: **Quayum Abdul**
Location: **SOCS 104**
Materials Cost: **\$20.00**

Candle Making

119681

Candles have caught our eyes in pricey boutiques and gift shops. Join us and learn how to make candles in different sizes and finishes, innovative shapes and styles with molds, through various skilled techniques for a fraction of the cost. Topics include getting started, tips to working with paraffin wax, essential oils and candle dyes, how to incorporate dried flowers and fruits, and sources for materials and supplies. You will leave this class with several high-quality candles and the skills to continue on your own. This class is hands-on; please dress accordingly.

Saturday, 9:00 AM - 12:00 PM; 1 session on
September 12, 2009

Tuition: **\$39.00**
Instructor: **Quayum Abdul**
Location: **SOCS 104**
Materials Cost: **\$20.00**



Glycerin Soap Making 112371

Great
Holiday
Gift Idea!

Do you love the sensual pleasure of beautiful, aromatic 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 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.

Saturday, 9:00 AM - 12:00 PM; 1 session on November 14, 2009

Tuition: **\$39.00**

Instructor: **Quayum Abdul**

Location: **SOCS 104**

Materials Cost: **\$20.00**



Great Holiday Gifts with Digital Photos

NEW!

119709



Got lots of digital photos? Need inexpensive, personalized holiday cards and gifts? Don't have a lot of time or money? Join us as we demonstrate how easy it is to make beautiful, personalized gifts with your digital photos, using your computer and Photoshop Elements. You will learn how to organize and edit your

digital photos (including an easy trick to lose 10lbs) make digital scrapbook pages, cards, clocks and other fun projects. Class includes digital supplies to make 3 different holiday cards. *Instructor **Patty Debowski** is the author of *Digital & Hybrid Scrapbooking & Card-Making with Photoshop Elements* (ISBN #0-9796959-0-2) and the founder of *WWW.TheDigitalScrapbookTeacher.com*. *Patty teaches students across the nation how to use Photoshop Elements.**

Wednesday, 6:30 PM - 9:30 PM; 1 session on September 30, 2009

Tuition: **\$39.00**

Instructor: **Patty Debowski**

Location: **SOCS 105**

Materials Cost: **\$39.00**

Community Woodturning Guild

Guest Speakers • Special Topics
Demonstrations • Presentations

Meeting the first Sunday of each month at 1:00 pm in the Construction Technology building at El Camino College

The club leader is **Jack Selph**, construction technology instructor at El Camino College and experienced professional in the Woodworking Field

Membership fee is \$35

For more information, please call Jack Selph at (310) 660-6009

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CULINARY

Great
Holiday
Gift Idea!

Home Brew Basics and Beer Styles 130003

Learn how to brew your basic beer in an actual shop which supplies world class brewers with all their brewing needs. Learn the differences between ales and stouts and lagers. Sample various styles such as weizens, lambics, and barley wines. Come away with appreciation of beer as a common or sophisticated beverage. *Instructor **Mike Froehlich** operates Stein Fillers brewing company that has been in business since 1994 providing quality education and ingredients to brewers, vintners and mead makers in the Los Angeles vicinity.*

Saturday, 10:00 AM - 2:00 PM; 1 session on October 17, 2009

Tuition: **\$75.00**

Instructor: **Mike Froehlich**

Location: **Stein Fillers**

Cake Decorating 101

119695

This class will teach you the essential basics/foundation of cake decorating. You will learn how to frost a cake like a professional. Writing, borders, icing roses, airbrush techniques and figure piping will be covered. Both Styrofoam and real cakes will be used. You will complete a shaped cake during the last class.

Tuesday, 5:30 PM - 7:30 PM; 5 sessions starting September 29, 2009, ending October 27, 2009

Tuition: **\$150.00**

Instructor: **Kirk Rossberg**

Location: **Torrance Bakery of Gardena**

Materials Cost: **\$25.00**

Vegetarian Cooking-Easy & Nutritious

130006

Learn to prepare simple & nutritious vegetarian meals using the wisdom of Ayurveda, the ancient East-Indian system of natural healthcare. A brief overview of Ayurveda will be followed by step by step instructions to prepare easy and low-cost meals. Bring your nutrition-related questions and a healthy appetite! *Instructor **Dr. Mark Vinick** is a holistic chiropractor specializing in Ayurvedic medicine. He currently serves as President of the California Association of Ayurveda medicine.*

Saturday, 11:00 AM - 2:00 PM; 1 session on October 3, 2009

Tuition: **\$29.00**

Instructor: **Dr. Mark Vinick**

Location: **Joslyn Center Oasis,**

Manhattan Beach

Materials Cost: **\$5.00**

DANCE



Belly Dance (Beginning)

800031

Learn this ancient and exhilarating art form while developing a flexible and firm body. You will be astonished and amazed at how easy and fun it is to be a belly dancer. Veil, cymbals and hip scarves are optional and may be purchased from the instructor or an outside source for an additional fee. This will be discussed during the first class meeting. *Instructor **Regine Costello** (pictured above) has been a professional belly dancer for over 15 years working in all styles of La Danse Orientale, including Cabaret, Fusion, Tribal and Folkloric, using both traditional and contemporary music. She received the 2001 Excellence in Arts Award in the dance category by the City of Torrance. She has placed 3 years in a row at the 2006, 2007 & 2008 Belly Dancer of the Universe competition.*

Saturday, 3:00 PM - 4:00 PM; 8 sessions starting September 26, 2009, ending November 21, 2009 (No Class on November 07, 2009)

Tuition: **\$69.00**

Instructor: **Regine Costello**

Location: **PE 52**

Materials Cost: **\$40.00** (Optional)

Belly Dance Choreography

140005

Take your belly dance performance from ordinary to extraordinary by learning to choreograph dance pieces that respond to the rhythm, melody, and mood of the music. Students will learn to identify different styles of Middle-Eastern music and to choreograph routines appropriate for each style. Also covered are techniques for creating smooth transitions, improving stage presence, posture, facial expressions as well as tips to avoid mistakes and pitfalls common to aspiring belly dance choreographers. *Prerequisite: 2 years of belly dance experience.*

Saturday, 12:45 PM - 2:00 PM; 8 sessions starting September 26, 2009, ending November 21, 2009 (No Class on November 07, 2009)

Tuition: **\$89.00**

Instructor: **Regine Costello**

Location: **PE 52**

Materials Cost: **\$40.00** (Optional)

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.

Monday, Wednesday, 7:00 PM - 8:30 PM; 4 sessions starting December 7, 2009, ending December 16, 2009

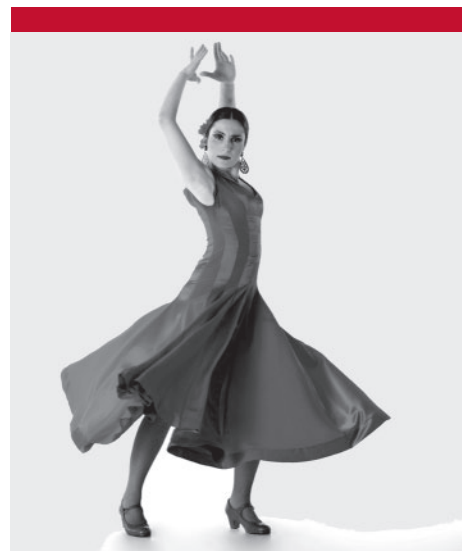
Tuition: **\$79.00**
 Instructor: **Regine Costello**
 Location: **PE 52**
 Materials Cost: **\$40.00**
 (\$40.00 material fee is optional to purchase veil and cymbals.)

Flamenco Dance 140001

Ole! Discover the exciting dance of the Spanish gypsies: Fiery footwork, graceful arm/hand movements and that distinct gypsy art of hand clapping. Flamenco technique and steps are taught along with a complete choreographed routine. This class incorporates traditional and contemporary styles of Flamenco dance. Flamenco shoes and skirts are highly recommended, but not required for this class. These may be purchased from an outside source after the first class meeting. *Instructor Regine Costello has been studying Flamenco since she was 7 years old and teaching and performing Flamenco along with her dance company for over 15 years.*

Tuesday, 6:15 PM - 7:15 PM; 9 sessions starting September 22, 2009, ending November 17, 2009

Tuition: **\$79.00**
 Instructor: **Regine Costello**
 Location: **TBA**



FLORAL DESIGN



Floral Design: Holiday Elements 119710

Just in time for the holidays! Learn to create holiday-themed flower arrangements in this three-day hands-on course. Students will learn the basics of floral arranging covering topics such as choosing, preparing and arranging fresh flowers for your holiday dinners, parties, events and/or home decor. Instruction on proper preparation of craft materials and principles of design are covered. Become familiar with composition, color and texture while learning to develop your own personal style of floral arranging. A guided field trip to the Los Angeles Flower Market is planned (students are responsible for arranging their own transportation). Materials fee covers the cost of fresh flowers, floral supply materials and illustrated handouts. Students will complete floral arrangements for take home enjoyment. Note: Students must bring their own floral cutters or floral scissors to class.

Vanessa Ward (pictured above) is a professional floral designer with over 15 years of design experience. She is the owner of Flowered Occasions.

Saturday, 9:00 AM - 1:00 PM; 3 sessions starting September 12, 2009, ending September 26, 2009

Saturday, 9:00 AM - 1:00 PM; 3 sessions starting November 7, 2009, ending November 21, 2009

Tuition: **\$75.00**
 Instructor: **Vanessa Ward**
 Location: **SOCS 112**
 Materials Cost: **\$100.00**



MUSIC



Learn to Play Ukulele

120021

Always wanted to learn to play ukulele but didn't know how to start? Frustrated with confusing books and instructional methods? Want to learn how to figure out songs and strums by ear in seconds instead of hours/days/years? Then this class is for YOU! Please note: Students must provide their own Ukulele. *Instructor Mitchell Chang is a graduate of the University of Hawaii music program and has been teaching guitar and ukulele since 1994.*

Tuesday, 6:30 PM - 8:00 PM; 6 sessions starting September 15, 2009, ending October 20, 2009

Tuition: **\$59.00**
 Instructor: **Mitchell Chang**
 Location: **TBA**
 Materials Cost: **\$3.00**

VISUAL ARTS

2 Day Film School Crash Course 100012

A crash course for producers, writers, and film makers. This acclaimed workshop is credited with launching thousands of film careers (Quentin Tarantino, Will Smith, Queen Latifah, Guy Ritchie, etc.) with feature films that grossed over 8 billion (yes, billion!). In just one weekend, you'll learn how to produce, direct, shoot and sell your movie in a simple demystified step-by-step process. By the end of this course, you will be able to make any feature film with budgets from \$5,000 to \$10,000,000. Subjects also covered include writing, talent, guilds & unions, financing, deal-making, distribution, cameras, shooting, editing, marketing, festivals, negotiating,... and as a bonus, digital film-making and web distribution. All participants receive a "producer's" diploma, a graduation certificate, and a filmmaker's Workbook. *Instructor Dov S-S Simens is an award-winning filmmaker and instructor at schools such as USC, UCLA and NYU.*

Saturday, Sunday, 9:00 AM - 6:00 PM; 2 sessions starting September 26, 2009, ending September 27, 2009

Saturday, Sunday, 9:00 AM - 6:00 PM; 2 sessions starting December 5, 2009, ending December 6, 2009

Tuition: **\$395.00**
 Instructor: **Film Institute**
 Location: **Raleigh Studios / The Chaplin Theater**

Introduction to One Stroke Painting 100036

Learn the popular painting technique that shades, highlights and blends all in a stroke of the brush! Paint gifts for friends and family or something special for your home. With this fun quick and easy technique you can paint on glass, wood, tin, fabric, furniture and even walls! You don't have to be an artist and it's for people of all ages. *Instructor April Numamoto is a certified One Stroke instructor and has been teaching the technique since 1997 including to students at national painting conventions. Her art work has been featured in several publications.*

Saturday, 10:00 AM - 12:30 PM; 1 session on September 12, 2009

Saturday, 10:00 AM - 12:30 PM; 1 session on October 31, 2009

Tuition: **\$35.00**
 Instructor: **April Numamoto**
 Location: **Art & Behavioral Sciences Room 205**
 Materials Cost: **\$10.00**



Life Drawing Marathons 100013

Join us for a relaxing Sunday as we open our doors to the Life Drawing and Painting marathons. Two studios, one offering quick poses, the other offering one all-day pose, will be 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. *Instructor Michael Van Overbeck has studied at the Art Center College of Design, the Art Academy of Los Angeles, and the American Animation Institute.*

Sunday, 10:00 AM - 5:00 PM; 1 session on September 27, 2009

Sunday, 10:00 AM - 5:00 PM; 1 session on October 25, 2009

Tuition: **\$18.00**
 Instructor: **Michael Van Overbeck**
 Location: **Art & Behavioral Sciences Room 205, 209**
 Materials Cost: **\$5.00**

HEALTH & WELL-BEING



Basic yet Brutal: Women's Self-Defense 800078

This is 6 hours that could save your life! Ensure your safety and survival by learning just a few simple concepts. No athleticism, strength or coordination required! Instructors Jennifer Thomas and Bill Hayes have used their combined martial arts expertise to craft this uniquely basic self-defense course, which was recently featured on NBC Sports! Hands-on personal training includes counterattacks for chokes, grabs, tackles, and more. You'll have fun and come away with powerful yet easy-to-use tools you will retain forever. **Jennifer Thomas** and **Bill Hayes** have over thirty-five years combined martial arts experience and co-own a karate studio in Torrance. They have taught their signature women's course in various South Bay venues, as well as the women's shelter in downtown Los Angeles. It was recently featured on NBC Sports!

Sunday, 10:00 AM - 4:30 PM; 1 session on September 27, 2009

Sunday, 10:00 AM - 4:30 PM; 1 session on November 8, 2009

Tuition: **\$95.00**

Instructor: **Jennifer Thomas**
Location: **Old School Kenpo Karate**

Remake and Reshape Your Body with Nutrition **NEW!** 800086

Outsmart fat, even before you exercise. Stop unwanted cravings, accelerate calorie burning, and lose fat with a plan designed for your body type. Use powerful nutritional body re-shaping methods, turn on fat burning, and look great! Increase energy, end dieting confusion, dispel

pop culture nutrition myths and leave class with an effective, powerful, individualized plan, sure to get remarkable results. Materials fee includes 45-page nutritional guide, including Metabolic Profile Survey and food-pairing charts. **Julie Martin, B.A.**, is a *Nutritional Consultant, Health and Lifestyle Coach, and has taught nutrition for the last 20 years. She teaches a health Professionals Certification program in nutrition, and specializes in metabolism and weight loss education for empowering the public to improve their health and well-being. Julie has motivated thousands with her informative, warm, captivating style, and leads seminars throughout Southern California.*

Saturday, 10:00 AM - 5:00 PM; 1 session on September 26, 2009

Location: **SOCS 109**

Wednesday, 7:00 PM - 9:30 PM; 2 sessions starting October 14, 2009, ending October 21, 2009

Location: **SOCS 105**

Tuition: **\$49.00**

Instructor: **Julie Martin**
Materials Cost: **\$7.00**

Silent Yoga (Classical Hatha Yoga for the Deaf Community) 800084

For the first time ever, yoga is reaching out to the deaf community. Silent Yoga focuses on mind, body and spirit through movement, breathing and relaxation; thereby, creating tremendous physical fitness and energy. Attendance at the first meeting is mandatory for beginning students. Please bring a mat. Hearing students also welcome, however, class will be taught using ASL. This is a beginning to advanced level classical Hatha yoga class. **Instructor Nikki Benjamin** has been practicing classical Hatha Yoga for twenty-five years and has been teaching for four years. She received her training certification from the Sivananda Yoga Ranch Center. **Nikki** also has an A.S. degree in ASL/IT from ECC.

Wednesday, 6:00 PM - 7:30 PM; 8 sessions starting September 2, 2009, ending October 21, 2009

Wednesday, 6:00 PM - 7:30 PM; 8 sessions starting October 28, 2009, ending December 23, 2009 (No Class on November 25, 2009)

Tuition: **\$59.00**

Instructor: **Nikki Benjamin**
Location: **PE 2**

Think Healthy, Be Thin, Stay Thin through Self-Hypnosis 800011

Obesity is a major health problem in the United States. Not only does it put unnecessary strain on your body, it undermines confidence, and reduces your chances for career advancement. If you're addicted to sweets, compulsive

eating, bingeing, eating between meals or before bedtime, then this seminar may be what you're looking for. This is the most relaxing, effortless and safe way to lose weight. No diets, no calories to count, no struggle. Eat whatever you enjoy. Through the power of your subconscious mind, you'll gain control over your eating habits and cravings. Be slim and fit for life with self-hypnosis-easy, safe, effective-the natural way. **Jethro Carter, C.C.Ht.**, is a *Certified Clinical Hypnotherapist and Certified Master Hypnotist and has a private practice in the City of Monrovia, California. Jethro has presented Weight Reduction, Stress Management, and many other self-improvement programs, to medical universities, hospitals, and private clients with successful results.*

Tuesday, 7:00 PM - 9:30 PM; 1 session on October 6, 2009

Tuition: **\$39.00**

Instructor: **Jethro Carter**

Location: **TBA**

Materials Cost: **\$15.00**

Weight Training & Stretching (Beginning) 800083

In this eight week course, you will learn the proper way to stretch and increase the size of your muscles through combined weight training and stretching exercises. Students will be presented with a beginning knowledge of weight training and stretching including safety, history, proper hand and fee positioning, breathing techniques, correct posture, food-grouping/nutritional tips, and muscle anatomy. Suitable for all ages (18 to seniors). **Instructor Jeff Henry** (pictured below) spent six years in the U.S. Marine Corp, two years teaching exercise and weight training at Brentwood High School, Hamilton High, St. Bernard High, and El Camino College. He was also a member of the USA Veteran Wrestling Team, 2x National Champion, and 5th in the World Championship, 2001-2003, Freestyle Division.

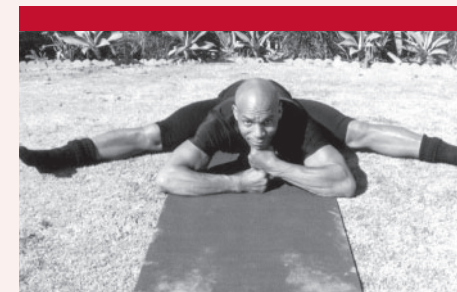
Saturday, 9:30 AM - 10:30 AM; 8 sessions starting September 12, 2009, ending October 31, 2009

Tuition: **\$59.00**

Instructor: **Jeff Henry**

Location: **PE 3**

Materials Cost: **\$10.00**



Yoga for Health & Relaxation--Beginning 800003

Yoga focuses on uniting the body, mind and spirit through movement, breathing and relaxation. Suitable for all ages and abilities, students report increased strength, flexibility, concentration, awareness and overall well-being. The beginning class teaches breathing techniques and introduces major yoga postures. Bring your own yoga mat. **Instructor Ron Berman** received his training certification from Cloud Nine Yoga School in the Hatha yoga style. He has been teaching yoga in the South Bay for eight years.

Saturday, 10:30 AM - 12:00 PM; 7 sessions starting September 12, 2009, ending October 24, 2009

Saturday, 10:30 AM - 12:00 PM; 7 sessions starting October 31, 2009, ending December 12, 2009

Tuition: **\$56.00**

Instructor: **Ron Berman**

Location: **PE Room 2**

Yoga For Health & Relaxation--Intermediate 800004

Yoga focuses on uniting the body, mind and spirit through movement, breathing and relaxation. Suitable for all ages and abilities, students report increased strength, flexibility, concentration, awareness and overall well-being. The intermediate class builds upon the basics to deepen the student's understanding and knowledge of the yoga practice. Bring your own yoga mat.

Saturday, 9:00 AM - 10:15 AM; 7 sessions starting September 12, 2009, ending October 24, 2009

Saturday, 9:00 AM - 10:15 AM; 7 sessions starting October 31, 2009, ending December 12, 2009

Tuition: **\$56.00**

Instructor: **Ron Berman**

Location: **PE Room 2**

GRADES 1-12

SERIOUS LEARNING FUN!

at EL CAMINO COLLEGE'S
Kid's College
Workshops and classes
designed for serious
learning fun.

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Every Course Includes:

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- Monitored discussion area
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Drawing for the Absolute Beginner

Gain a solid foundation in drawing and become the artist you've always dreamed you could be!

Discover Digital Photography

Explore the fascinating world of digital photography equipment.

Creating Web Pages

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

Introduction to Microsoft Publisher

Find out how to use this desktop publishing program to design, develop, and publish newsletters, Web sites, and brochures.

Making Movies with Windows XP

Turn your home videos into entertaining movies that you can share with others by e-mail, the Web, CD, and DVD.

Introduction to Microsoft Word

Learn how to create and modify documents with the world's most popular word processor.

Introduction to Microsoft PowerPoint

Build impressive slide presentations filled with text, images, video, audio, charts, and more.

Introduction to the Internet

Master the ins and outs of the Internet with this informative behind-the-scenes look at the Web, search engines, e-mail, and more.

Photoshop Elements for the Digital Photographer

Master the secrets of correcting digital photos, and bring out the best in all your photographs!

Secrets of Better Photography

Discover strategies and tricks for taking excellent pictures no matter what or where you're shooting.

Introduction to Alice 2.0 Programming

Learn the principles of object-oriented computer programming while creating rich, interactive, three-dimensional worlds filled with characters, sound, and other exciting elements.

SAT/ACT Preparation

Get your best possible score on the verbal and reasoning sections of the new SAT exam.



Details on any of these courses can be found at:
www.ECCommunityEd.com

You can also reach us by calling:
310.660.6460

Online Learning Anytime, Anywhere...Just a click away!

Kid's College: CHESS



Academic Chess 460121

Checkmate! This course is designed for children ages 5-12 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!

Saturday, 10:00 AM - 11:00 AM; 8 sessions starting September 26, 2009, ending November 21, 2009 (No Class on November 07, 2009)

Tuition: **\$79.00**
Instructor: **Chess**
Location: **TBA**

Kid's College: ACADEMIC STRATEGIES

Tailored Basic Math &/or English Tutoring: 3 to 1 (Grades 1-6) 400022

We tailor our tutoring to fit your child's specific needs. The maximum number of students per class is three with the student: instructor ratio of 3:1. Your child will receive individual attention to improve his or her abilities, study skills, and confidence. *Instructor Linda Wilson (pictured above) has been tutoring for more than 9 years throughout the South Bay. She is known for her creative, compassionate, and committed style of instruction.*

Tuesday, 4:30 PM - 5:30 PM; 4 sessions starting September 8, 2009, ending September 29, 2009



Wednesday, 3:30 PM - 4:30 PM; 4 sessions starting September 9, 2009, ending September 30, 2009

Wednesday, 4:30 PM - 5:30 PM; 4 sessions starting September 9, 2009, ending September 30, 2009

Thursday, 3:30 PM - 4:30 PM; 4 sessions starting September 10, 2009, ending October 1, 2009

Thursday, 4:30 PM - 5:30 PM; 4 sessions starting September 10, 2009, ending October 1, 2009

Tuesday, 3:30 PM - 4:30 PM; 4 sessions starting October 6, 2009, ending October 27, 2009

Tuesday, 4:30 PM - 5:30 PM; 4 sessions starting October 6, 2009, ending October 27, 2009

Wednesday, 3:30 PM - 4:30 PM; 4 sessions starting October 7, 2009, ending October 28, 2009

Wednesday, 4:30 PM - 5:30 PM; 4 sessions starting October 7, 2009, ending October 28, 2009

Thursday, 3:30 PM - 4:30 PM; 4 sessions starting October 8, 2009, ending October 29, 2009

Thursday, 4:30 PM - 5:30 PM; 4 sessions starting October 8, 2009, ending October 29, 2009

Tuesday, 3:30 PM - 4:30 PM; 4 sessions starting September 8, 2009, ending September 29, 2009

Tuition: **\$199.00 (per 4 session class)**
Instructor: **Linda Wilson**
Location: **CrossRoad**

S.A.T. Boot Camp

400023

**A Must
for High
School
Juniors &
Seniors**



A strong performance on the S.A.T. can make the difference in your ability to be admitted to, and/or receive financial aid to your top college choices. Give yourself the edge you need to direct your future by taking the intensive El Camino College S.A.T. Boot Camp preparation course! Course includes pre and post "mock exam" test assessment option(s) to determine student's specific weak areas. S.A.T. Boot Camp drill sergeant (instructor) will customize a regimen to improve student's needed skills.

Class Fee Includes: Cambridge S.A.T. Victory textbook, two full-length retired S.A.T. tests/mock exams to determine

student's weak areas (optional but highly recommended) and over 24 hours of intensive classroom instruction. Mock-Exam Dates: Conquer test anxiety! Your S.A.T. Boot Camp tuition includes optional opportunity to take two full-length retired S.A.T. exams in a timed, simulated test environment. Results of the tests will determine student's weak areas.

*Instructor **Diane Serradell** is a dynamic and caring teaching professional who has been working in education since 1973. Most notably, she was previously the Principal at Fern and Waltheria Elementary Schools.*

Saturday, 8:30 AM - 11:45 AM; 8 sessions starting September 26, 2009, ending November 14, 2009

S.A.T. Boot Camp - (Pre) Mock Exam 400028

Saturday, 7:30 AM - 12:00 PM; 1 session on September 19, 2009

S.A.T. Boot Camp - (Post) Mock Exam 400028

Saturday, 7:30 AM - 12:00 PM; 1 session on November 21, 2009

Tuition: **\$359.00**
Instructor: **Diane Serradell**
Location: **TBA**

MATH

Fundamentals of Algebra (Grades 7-9)

410039

Discover the properties of numbers on which algebra is based. The course is a "hands on" group guided discovery of the fundamental principles of numbers and the basics of graphing lines and solving linear and quadratic equations. The use of algebraic tools to analyze and solve problems will be explored. Exponents, both as numeric property and as function, and different number representations (scientific notation) will be covered. Course builds on the pre-algebra course to provide solid basis for algebra. *Instructor **Russell Reece** is a passionate and seasoned math aficionado with more than thirty years math tutoring/teaching experience and thirty-one years working in Aerospace. Mr. Reece has a special knack for inspiring enthusiasm for the subject of math.*

Saturday, 10:45 AM - 12:15 PM; 6 sessions starting August 29, 2009, ending October 3, 2009

Saturday, 10:45 AM - 12:15 PM; 6 sessions starting October 24, 2009, ending December 5, 2009 (No Class on November 28, 2009)

Tuition: **\$59.00**
Instructor: **Russell Reece**
Location: **SOCS 210**
Materials Cost: **\$8.00**

Pre-Algebra (Grades 6-8)

410038

Discover the essential operations of numbers (adding, subtracting, multiplying integers and fractions, decimals and percents, graphing numbers and lines, the use of inequalities using fractions and integers, and the properties of the rational numbers). Learn to use mathematics to analyze and solve problems. Course provides the basics for the fundamentals of an Algebra class.

Saturday, 9:00 AM - 10:30 AM; 6 sessions starting August 29, 2009, ending October 3, 2009

Saturday, 9:00 AM - 10:30 AM; 6 sessions starting October 24, 2009, ending December 5, 2009 (No Class on November 28, 2009)

Tuition: **\$59.00**
Instructor: **Russell Reece**
Location: **SOCS 210**
Materials Cost: **\$8.00**



MUSIC

Drumline 101 900008

You've seen them on ESPN, in NBA games, in movies; now see how it's done. Learn the basics of what it takes to be in an exciting Drumline that involves cool beats, great teamwork and loads of fun. Never played an instrument before? No problem. You will learn the basics of music and the fundamental techniques you need to play an instrument. Just started playing drums in your school drumline? No problem. You will receive the foundation you absolutely need for a fulfilling experience in your ensemble. So what are you waiting for? Bring your sticks and let's drum!!! *Instructor **Karl Arrieta** has been a marching percussion educator for over ten years and has extensive experience in the field. He has taught all over Southern CA, Hawaii & Wyoming. He has been a performing drumline member for High School & Youth bands and Drum Corps.*

Saturday, 10:00 AM - 11:00 AM; 4 sessions starting September 12, 2009, ending October 3, 2009

Tuition: **\$99.00**
Instructor: **Karl Arrieta**
Location: **TBA**
Materials Cost: **\$15.00**



South Bay Children's Choir

Does your child love to sing? The South Bay Children's Choir is a comprehensive choral training program with 7 sequential levels of learning facilitated by an experienced and fully credentialed staff of choir teachers. The singers (ages 6 to 18) learn voice technique and sight-reading as they sing a varied repertoire from classical and folk song literature. Emphasis is on excellence, while learning to work as a team in a nurturing environment. The season lasts from September through May, with performances 4-5 times each year. Audition required. For more information visit www.sbcc.singer.net

Call manager **Susan Benson** (310-640-9818) for further information.

South Bay Youth Orchestra

The South Bay Youth Orchestra is generously supported by American Honda Motor Co., Inc.

HONDA

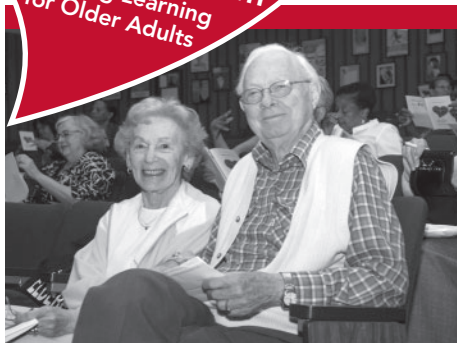
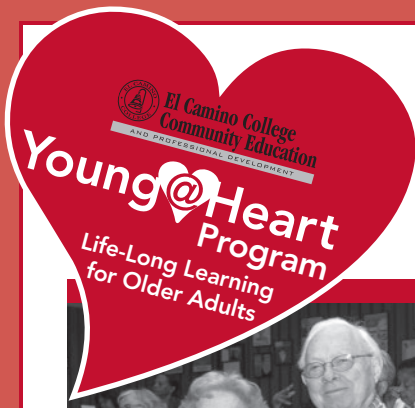
Make new friends and improve your musical skills! Work with highly-regarded teachers and play alongside world-class guest artists! The South Bay Youth Orchestra has been providing an exciting and rewarding musical outlet to young orchestral musicians throughout the South Bay for over a decade. Guest artists such as Hawaiian ukulele master Jake Shimabukuro, Grammy nominee Keali'i Reichel, Grammy Award winner Daniel Ho, the Kelly Irish Dancers, and Yesterday: A Tribute to the Beatles have performed with the orchestra. Led by full-time El Camino faculty member, Dr. Patrick Schulz, the organization includes a staff of highly-regarded teachers, conductors, and performers who represent each family of instruments in the orchestra. Audition required.

For more information, please visit: www.sbyorchestra.com or contact Dr. Patrick Schulz @ 310-660-3703.

- *Develop Successful Students!*
- *Enrich Your Lesson Plans!*
- *Learn Effective Motivation Tools!*

Online Courses for Teachers

Visit us at www.ECCommunityEd.com to learn more.



Caring For Your Aging Parents? We Can Help!

8890006

NEW!

We understand first hand how stressful and difficult it can be to find, evaluate and provide care for an aging parent or friend. Through interactive exercises and group panel discussions, we'll help you sort through the care-giver maze empowering you with information and resources needed to improve the quality of life for your aging parent, relative or friend. This course is designed to assist caregivers with information, education and resources on how to access services and programs for their aging parents, relative and/or friends. *Instructor Wanda K. Johnson is a Geriatric Care Referral Specialist with over sixteen year of experience working and advocating for seniors and their families throughout Los Angeles County.*

Tuesday, 6:30 PM - 9:30 PM; 4 sessions starting September 15, 2009, ending October 6, 2009

Tuition: **\$49.00**

Instructor: **Wanda K. Johnson**

Location: **SOCS 207**

Materials Cost: **\$20.00**

How to Survive Retirement

8890005

Are you retired and having difficulty making ends meet? Are you concerned about outliving your savings? Do you worry about the safety of your investments? In this class we will explain solutions to these problems and learn strategies for increasing income, reducing taxes, and keeping up with inflation. We will explore common concerns among retirees including long-term care and providing for a spouse.

Saturday, 9:00 AM - 11:00 AM; 6 sessions starting September 26, 2009, ending October 31, 2009

Tuition: **\$29.00**

Instructor: **Candace Colescott**

Location: **TBA**

Computer Basics Boot Camp for Older Adults

8890001

Is your fear of computer technology keeping you from getting promoted or from being able to respond to your grand kid's emails? This class is for you! In just three weeks you will absorb ALL the basics, including using Microsoft Windows, Internet browsers, sending e-mail, and surfing the Internet! Come join the fun with an instructor known for his plain explanations and patience. You will receive a Certificate of Completion to show your doubting relatives (90% attendance required). This course prepares you for the intermediate-level class Internet and Microsoft Word. Optional Materials fee includes a 30 page handbook.

Saturday, 9:00 AM - 12:00 PM; 3 sessions starting September 19, 2009, ending October 3, 2009

Saturday, 9:00 AM - 12:00 PM; 3 sessions starting October 31, 2009, ending November 14, 2009

Tuition: **\$45.00**

Instructor: **Dale Fedderson**

Location: **CrossRoad**

Materials Cost: **\$4.00** (optional)

Internet & Microsoft Word

8890007

NEW!

Take your computer skills to the next level! If you have used a computer and been on the Internet, this class is for you! You will use social networking websites (Facebook, Twitter, etc.), send email attachments, photos, URLs, and manage your contacts, learn to download safely, and try out the TOP websites for entertainment, information, and more! Plus, use word-processing (MS Word) to copy, paste, add clip art, photos, etc. Oh, yes. . . and a brief demo of MS Excel! *Recommended prerequisite: Computer Basic Boot Camp for Older Adults. Optional materials fee includes 20 page handbook.*

Saturday, 9:00 AM - 12:00 PM; 3 sessions starting October 10, 2009, ending October 24, 2009

Saturday, 9:00 AM - 12:00 PM; 3 sessions starting November 21, 2009, ending December 5, 2009

Tuition: **\$45.00**

Instructor: **Dale Fedderson**

Location: **CrossRoad**

Materials Cost: **\$3.00**

Computer Boot Camp & Internet & Microsoft Word Series - 2 Class Discounted Series fee: \$69.00

Digital Photography-- Basics Boot Camp

8870002

Are you looking for a photography class to teach you the basics of digital photography? Forget about light theory, aperture, and shutter speed. Do you simply want to learn how to turn on your digital camera and take great photos? In this hands-on class you will learn the true basics of digital photography. Bring your digital camera and receive individual instruction on how to turn it on, what the basic buttons are on your camera, how to take a picture, and how to save your pictures.

Saturday, 9:00 AM - 12:00 PM; 1 session on September 19, 2009

Saturday, 9:00 AM - 12:00 PM; 1 session on November 7, 2009

Tuition: **\$24.00**

Instructor: **Douglas Morrison**

Location: **TBA**

Twentieth Century Masters of American Drama

8870004

NEW!

Our American dramatists have never shirked from presenting us with a mirror of society in an effort to illuminate and edify. From our pantheon of great twentieth century playwrights, we survey the rich diversity of masterworks from Eugene O'Neill, Lillian Hellman, Clifford Odets, Arthur Miller, Edward Albee, Tennessee Williams, David Mamet and others. We examine how their probing dramas capture, reflect and, in many cases, shape our perceptions of the American experience. Discover why Arthur Miller says of his craft: "My job is to ask questions - and to ask them as inexorably as I can."

Tuesday, 5:00 PM - 6:15 PM; 3 sessions starting September 15, 2009, ending September 29, 2009

Tuition: **\$49.00**

Instructor: **Jerry Binder**

Location: **TBA**

What's Next?

8870005

NEW!

This is a one day seminar designed to assist you in finding new direction and purpose to your life after retirement- not the financial but the emotional and psychological aspects through direction, discussion, writing, and reflection. *Dr. Pauline Merry is a retired counseling psychologist with a special interest in the subject of emotional and psychological issues confronting voluntary or involuntary retirees.*

Saturday, 9:00 AM - 3:00 PM; 1 session on September 26, 2009

Tuition: **\$39.00**

Instructor: **Pauline Merry**

Location: **TBA**

Healthier Living: Managing Chronic Health Conditions

8880002

This award-winning program developed by Stanford University provides seniors and others who suffer from chronic ailments with effective strategies and skills to practice good nutrition and a regular fitness program to assist in managing personal health conditions to maintain an active, independent and fulfilling lifestyle.

Wednesday, 1:30 PM - 4:00 PM; 6 sessions starting September 16, 2009, ending October 21, 2009

Tuition: **\$36.00**

Instructor: **Edward Wilson**

Location: **Torrance YMCA, Community Room**

A Matter of Balance: Managing Concerns About Falls of Older Adults

8880003

This award-winning course developed by Boston University is designed to reduce the fear of falling and increase appropriate activity levels to empower students. Participants learn to set realistic goals, increase activity, change their environment to reduce fall risk factors, and learn simple exercises to increase strength and balance.

Wednesday, 1:30 PM - 3:30 PM; 8 sessions starting November 4, 2009, ending December 23, 2009

Tuition: **\$48.00**

Instructor: **Edward Wilson**

Location: **Torrance YMCA, Community Room**



Continues on next page...



Memory Enhancement

8880005

Memory Enhancement/Empowerment: Improve your memory skills in a fun, interactive setting. Stretch your mind with mental exercises including word games, trivia and more. Discover how the latest memory research can be applied in your daily life. Find out how long and short-term memory can be enhanced. Explore the differences between real memory losses vs. forgetfulness. Develop a healthy lifestyle that promotes good memory. Instructor **Sharome La Rose, M.A.** Gerontology, is a Certified Memory Impairment Specialist and Trainer.

Saturday, 9:00 AM - 11:00 AM; 6 sessions starting September 12, 2009, ending October 17, 2009

Tuition: **\$48.00**

Instructor: **Sharome La Rose**
Location: **TBA**

Memory Games

8880006

Come join this fun 6 week class designed to improve your memory by participating in stimulating and enjoyable games and activities. Using the latest research on brain development, you will progress through a series of exercises and games designed to improve your memory.

Tuesday, 9:30 AM - 11:30 AM; 6 sessions starting October 27, 2009, ending December 1, 2009

Tuition: **\$48.00**

Instructor: **Sharome La Rose**
Location: **TBA**

Tai Chi for Older Adults

8880001

This course introduces older adults to Chinese health exercise which is neither vigorous nor strenuous. It is suitable for older adults who want to exercise to gain or maintain good health. It will strengthen the muscles and organs, relax the mind and body, improve blood circulation, and increase memory and concentration.

Tuesday, Thursday, 2:00 PM - 3:00 PM; 8 sessions starting September 15, 2009, ending October 8, 2009

Tuition: **\$34.00**

Instructor: **Irene Oon**
Location: **Torrance YMCA**

Write Your Life Story for Older Adults

8870001

This course teaches both beginning and experienced older adult writers how to write a life story in the form of memoirs - short stories that tell of life events, people, places, and major turning points, expressed in vivid ways to delight readers, offer important insights, and to provide a written legacy for family and friends.

Tuesday, 1:00 PM - 2:30 PM; 8 sessions starting September 29, 2009, ending November 17, 2009

Tuition: **\$64.00**
Instructor: **Peter Nezafati**
Location: **TBA**

Other classes recommended for older adults:

Vegetarian Cooking-Easy & Nutritious

130006
Saturday, 11:00 AM - 2:00 PM; 1 session on October 3, 2009
Tuition: **\$29.00**

Art History Series @ Joslyn Center 210140
Manhattan Beach
See page 10

Travel Tour Information Presentation 010028
Thursday, 6:00 PM - 7:00 PM; 1 session on September 17, 2009
Tuition: **Free!**

Backpacking Around the Globe 280003
Saturday, 9:00 AM - 1:00 PM; 1 session on September 26, 2009
Tuition: **\$39.00**

Night @ the Planetarium! Fall Constellations 2240001
Friday, 7:00 PM - 10:00 PM; 1 session on October 23, 2009
Tuition: **\$29.00**

Flamenco Dance 140001
Tuesday, 6:15 PM - 7:15 PM; 9 sessions starting September 22, 2009, ending November 17, 2009
Tuition: **\$79.00**

Learn to Play Ukulele 120021
Tuesday, 6:30 PM - 8:00 PM; 6 sessions starting September 15, 2009, ending October 20, 2009
Tuition: **\$59.00**



BEAUTY



Make-Up Artist 101 Certificate Seminar

100036

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 how and why questions? Jennessy will teach you the stages of different make-up applications, step-by-step: 1) Skin care and prep -why and how it affects your makeup 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) Colors and eye shadow 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 receive a Certificate of Completion. Materials fee covers products to be used during hands-on class work including some brushes, a basic shadow palette, a blush, sponges etc. **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 celebrity magazine.

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, Sunday, 9:00 AM - 6:00 PM; 2 sessions starting September 12, 2009, ending September 13, 2009

Saturday, Sunday, 9:00 AM - 6:00 PM; 2 sessions starting October 24, 2009, ending October 25, 2009

Tuition: **\$350.00**
Instructor: **Jennessy Tyler**
Location: **TBA**
Materials Cost: **\$25.00**

Threading A to Z

750056

Attention Beauty Professionals, students, and anyone with an interest in the latest beauty trends! Introducing a new opportunity that is too good to miss! Learn how to perform the most sought after form of hair removal & eyebrow shaping in this comprehensive, hands-on course! Until now, it was virtually impossible to learn this Middle-Eastern/ Indian tradition. Now the secret's out! Students will receive a threading kit, which contains all of the necessary tools for threading, as well as a certificate of completion upon successful course completion. This is a great way to broaden your skills and stay ahead of the curve! The demand for threading practitioners continues to grow, so sign-up today! Instructor **Sue Mikhael** is a licensed cosmetologist with over 15 years experience in utilizing cutting edge techniques to make her clients' look and feel beautiful. Besides being a hair expert, specializing in color and up-dos, she is also skilled in the art of eyebrow-shaping and hair removal and is familiar with various techniques for doing so. She was the owner/operator of Hair Studio, a full-service salon in the city of Lakewood, and now uses her expertise to teach cosmetology students.

Tuesday, Thursday, 7:00 PM - 8:30 PM; 2 sessions starting September 22, 2009, ending September 24, 2009

Saturday, 9:00 AM - 12:00 PM; 1 session on October 17, 2009

Tuition: **\$99.00**
Instructor: **Sue Mikhael**
Location: **TBA**
Materials Cost: **\$5.00**

LANGUAGES

Introduction to Latin

700029

You too can read Latin! Whether your goal is being able to decipher medical terminology, understand church hymns, research your family history, or read the exploits of Caesar, this course will get you off to a great start. By the end of the course, you will be able to read and understand simple proverbs and will have an excellent foundation for mastering the language. Special attention is given to the use of Latin in genealogy. As the Romans used to say, *Memento audere semper* - always dare to try! Instructor **Vincent Lloyd** has been teaching astronomy for twenty years. He has been at El Camino College since 1991.

Monday, 7:00 PM - 9:00 PM; 5 sessions starting September 14, 2009, ending October 12, 2009

Tuition: **\$49.00**
Instructor: **Vincent Lloyd**
Location: **TBA**

Latin 1 700029

Would you like to be able to read Latin literature? This course is for you! It is the first of a three-course series in Latin, based on the popular Wheelock's Latin. After the third course, you will have mastered the basics of Latin grammar and will be able to read classic Latin literature as well as modern classics such as Harrius Potter. In this first course, you will learn the basics of nouns and verbs. You'll be able to tell your friends how to correctly pluralize Latin nouns and will amaze them with your explanations of the origins of hundreds of English words!

Monday, 7:00 PM - 9:00 PM; 6 sessions starting October 19, 2009, ending November 23, 2009

Tuition: **\$59.00**

Instructor: **Vincent Lloyd**

Location: **TBA**

Survival Travel Japanese (Beginning) 020005

Are you interested in visiting Japan? Are you a Manga/Anime lover who is fascinated by Japan? Are you a person of Japanese decent who grew up listening to Japanese but can't speak a word of it? If you answered yes to any of these questions, then this class is for YOU! This beginning-level course will provide you the opportunity to practice Japanese in real-life settings during class field trips to a local Japanese restaurant and shopping center. Please note: Students are responsible for arranging transportation to offsite field-trip locations and any costs related to desired purchases during field-trips. *Instructor Cindy S. Maeda has her BA and MA in Japanese Studies from the University of Southern California and the University of Hawaii, Manoa. She has lived and worked in Japan and has been teaching Japanese and ESL to students of all ages.*

Saturday, 10:30 AM - 12:30 PM; 8 sessions starting October 3, 2009, ending November 21, 2009

Tuition: **\$79.00**

Instructor: **Cindy Maeda**

Location: **TBA**



MONEY MATTERS



Building Your Financial Portfolio on \$25.00 a Month (Or Less) 810048

Find safe, secure investments growing 50% - 100% in value every year, and invest without using brokers. The Christensen's are not stock brokers or financial managers but investors like you who have used this method themselves for 25 years. What brokers never tell you, what the economy means to your wallet and what you can do about it. "Simply the best investment information...Extremely practical." (CNBC) *Instructors Bobby and Eric Christensen, are nationally known financial experts who have appeared on PBS' Smart Money and hundreds of other TV and radio shows. They are retired bankers and are the award-winning co-authors of the best-selling "Building Your Financial Portfolio on \$25 A Month (Or Less)" and its sequel "Top 50 Best Stock Investment".*

Friday, 6:00 PM - 9:00 PM; 1 session on November 13, 2009

Tuition: **\$39.00**

Instructor: **Bobby Christensen**

Location: **TBA**

Materials Cost: **\$15.00**

Investing in Commercial Real Estate 810069

Commercial property is a great place to invest your money and a tremendous opportunity to build wealth. You will learn the pros and cons of all types of commercial real estate and how to use the proper analysis tools in selecting the best property for your. Discover why now is the best time to invest in commercial real estate and how you can start generating a passive income stream. *Instructor Thomas Martinson has been investing in real estate for more than 15 years. His portfolio consists of REO & VA foreclosures, fixers, commercial property as well as new homes. Over the past 5 years, Martinson has instructed more than 400 real estate seminars throughout California.*

Saturday, 9:00 AM - 4:00 PM; 1 session on October 17, 2009

Tuition: **\$55.00**

Instructor: **Thomas Martinson**

Location: **TBA**

Materials Cost: **\$20.00**

The Dos and Don'ts When Investing in Real Estate Foreclosures 810068

Learn how, when and where to purchase foreclosures. Foreclosures have increased dramatically over the past two years, presenting a great opportunity to buy real estate under market value. More people will make fortunes in real estate over the next 10 years than ever in history by taking advantage of the foreclosure market. Discover how and where the experts find the best foreclosure deals and how to negotiate to maximize your profits. Learn how to read the economic signals to time the market and avoid mistakes so many amateurs make.

Saturday, 9:00 AM - 4:00 PM; 1 session on September 26, 2009

Saturday, 9:00 AM - 4:00 PM; 1 session on November 14, 2009

Tuition: **\$55.00**

Instructor: **Thomas Martinson**

Location: **TBA**

Materials Cost: **\$20.00**

Making Big Profits When Investing in Fixer Properties 810071

Millions of dollars are made each year by people buying and fixing up real estate. You could do this part or full time and make incredible profits. Fixing, then flipping or renting out properties is not complicated, if you know what you are doing. You will learn how to locate and analyze fixer properties in the best areas, how to determine your profit before you buy and avoid the critical mistakes made by amateur fixers.

Saturday, 9:00 AM - 4:00 PM; 1 session on September 12, 2009

Saturday, 9:00 AM - 4:00 PM; 1 session on December 12, 2009

Tuition: **\$55.00**

Instructor: **Thomas Martinson**

Location: **TBA**

Materials Cost: **\$20.00**

Loss Mitigation Remedies to Home Foreclosure 810073

Are you in danger of losing your home to foreclosure? This class will provide you with information of your rights while in foreclosure and available remedies to save your home or to avoid being homeless. You will also learn what documents you will need and how to prepare them. Most importantly, you will gain knowledge and learn pointers on how to successfully negotiate with your lender. Learn how to avoid being scammed by so called "Loss Mitigation Specialists".

Instructor Stanley Bryant is a licensed Real Agent and a certified mortgage broker, and is the President/ Founder of ASBE Business Development Network. He has helped set up home-save workshops with a national non-profit organization and has lectured on Real Estate at Local Community Colleges.

Saturday, 10:00 AM - 4:00 PM; 1 session on September 12, 2009

Saturday, 10:00 AM - 4:00 PM; 1 session on October 3, 2009

For more class dates, please visit: www.ECCCommunityEd.com

Tuition: **\$95.00**

Instructor: **Stanley Bryant**

Location: **TBA**

Materials Cost: **\$25.00**

Retirement Planning Today 810072

This class will provide timely information to help you navigate the financial uncertainties ahead during America's growing economic crisis. Learn how to avoid the 10 biggest retirement planning mistakes! Whether your objective is to build a nest egg, protect your assets, or preserve your lifestyle throughout retirement, this course helps you plan your future with confidence. Due to recent tax law changes, an uncertain future for Social Security and the shift toward employee-directed retirement plans, the need for sound financial strategies has never been greater. In this course you'll learn how to: create a plan to retire early, manage investment risks, use new tax laws to your advantage, make informed decisions about your company retirement plan, and adjust your estate plan to function properly under the new laws. *Instructor Larry Takahashi, is a Certified Public Accountant with the Personal Financial Specialist designation (CPA/PFS), and has more than twenty-five years in the finance, accounting, and financial services fields. Mr. Takahashi holds an MBA degree in finance from the UCLA Anderson School of Management.*

Thursday, 6:30 PM - 9:30 PM; 2 sessions starting October 1, 2009, ending October 8, 2009

Saturday, 9:00 AM - 12:00 PM; 2 sessions starting October 10, 2009, ending October 17, 2009

Tuition: **\$39.00**

Instructor: **Larry Takahashi**

Location: **TBA**

Materials Cost: **\$25.00**



PARENTING/CHILD CARE



Parent Education 101: Building Better Relationships with your Children 150014

Ever wonder why your kids are the way they are? Would you like to help them with their "creative" and "social" development? Then, this course is for you! Designed for parents with children twelve months to five years old, this course will show you ways of bringing out the best in your child(ren). Through discussion and participation involving subjects such as behavior, cultural awareness, play and age-appropriate activities, this course will provide you insightful information to assist you in your parent/child interactions. Parents with 90% attendance will receive a certificate of completion. *Instructor Nina M. Smith received her BA in Psychology from Cal State University Dominguez Hills and her Teaching Credential in Parent Education from UCLA.*

Saturday, 9:00 AM - 12:00 PM; 5 sessions starting October 17, 2009, ending November 14, 2009

Tuition: **\$39.00**
 Instructor: **Nina Smith**
 Location: **TBA**
 Materials Cost: **\$5.00**

CPR and First Aid Certification (Includes child and infant CPR)

Please refer to page 6



TRAVEL



Backpacking Around the Globe 280003

Come learn why now may be the perfect time to live your dream of world travel, even in the midst of a recession. Everyone – from teens to seniors – will learn how to backpack safely around the globe for as little as \$15 per day. A seasoned backpacker will take you from Bolivia to Nepal to Zanzibar, and get you started on your own amazing journey. *Instructor Lana Chiariello is a public interest lawyer in Los Angeles. In 2006, at the age of 35, Lana left her job as an associate in a large law firm and commenced a solo backpacking journey that took her through forty-seven countries and all seven continents over eighteen months.* **Note:** Ages 16 and up are welcome. Release form required for students under 18 years old.

Saturday, 9:00 AM - 1:00 PM; 1 session on September 26, 2009

Tuition: **\$39.00**
 Instructor: **Lana Chiariello**
 Location: **TBA**

"I had the most enjoyable experience! I went by myself and felt completely safe, plus I met new and wonderful people. I can't wait to take another trip very soon!"

–Therese Prieto (El Camino College, Community Education Travel Student)

FREE Travel Tour Presentation 010028



Do you need a vacation? Would you like to travel to exciting destinations? The richest learning experience is travel. Attend our free tour information session for the details about our fantastic trips offered! Slides will be shown of actual destinations. Complete itineraries to these tours will be provided at presentation.

Thursday, 6:00 PM - 7:00 PM; 1 session on September 17, 2009

Cost: **\$FREE**
 Reservations required, please call: **310-660-646** to RSVP.
 Presenter: **Vince Trotter of Collette Vacations**
 Location: **TBA**

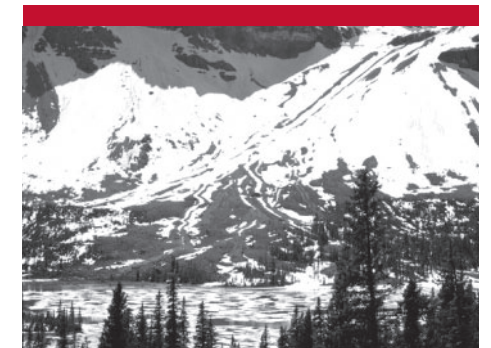


New York City 4/8/2010 \$2399.00 per person double (land and air)

Experience the best of "the Big Apple" in this spectacular five-day vacation. From Little Italy to Greenwich Village, New York City is a destination even the most seasoned traveler can enjoy. Take your seat and watch the curtain rise for two exciting Broadway Shows. Experience an elegant lunch at the world-famous Tavern on the Green. Visit Ellis Island and see the Statue of Liberty. Explore The Metropolitan Museum of Art's two million works. Enjoy plenty of free time to shop and explore this fabulous city on your own.

Tour Highlights:

- Two Broadway Shows, Greenwich Village, Wall Street, Tavern on the Green, Statue of Liberty, Ellis Island, Metropolitan Museum of Art
- In the cultural treasure trove that is New York City, you'll experience the special thrill of two Broadway shows.
- Visit Ellis Island and see "Lady Liberty" up close.
- Visit the world-famous Metropolitan Museum of Art – experiencing its many fascinating exhibits and collections.



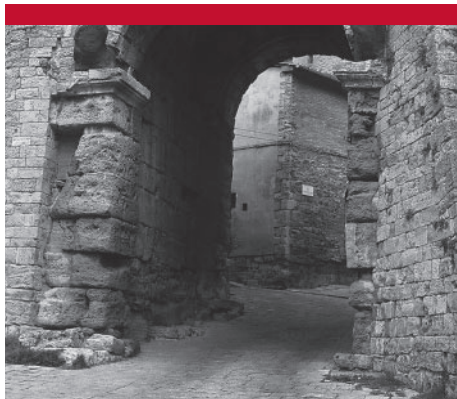
Resorts of the Rockies 7/11/2010 - \$3549.00 per person double (land and air)

Luxuriate in elegant resorts set amidst breathtaking views of the Canadian Rockies. Discover the beauty of western Canada on this 11-day tour as you explore Jasper, Lake Louise, Banff, and Calgary, Sun Peaks, Victoria and Vancouver. Stay at the Fairmont Jasper Park Lodge, the Fairmont Banff Springs, and the Fairmont Chateau Lake Louise, located in the heart of pristine Banff National Park, and within a UNESCO World Heritage Site. Journey along the unforgettable Icefields Parkway. Visit spectacular Moraine Lake. View a video of Banff National Park:

www.collettevacations.com/wb/shows/banff.swf

Tour Highlights:

- Calgary, Banff, Columbia Icefields, Lake Louise, Jasper, Sun Peaks, Victoria, Butchart Gardens, Vancouver, Whistler
- Overnight in some of the finest resorts in the Canadian Rockies - including the Fairmont Banff Springs and the Fairmont Chateau Lake Louise.
- View Victoria Glacier and the emerald waters of Lake Louise.
- Stop at the Columbia Icefields and participate in a Glacier Experience (weather permitting) across this mass of glacial ice which is over 1,000 feet thick.



Discover Tuscany 6/25/2010 - \$3699.00 per person double (land and air)

Tour Highlights:

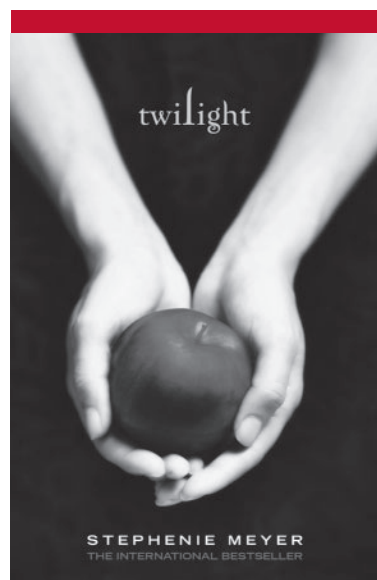
- Rome, Assisi, Basilica of St. Francis, Montecatini Terme, Florence, Tuscan Feast, San Gimignano, Winery Tour, Siena.
- Enjoy a relaxing 6 night stay in the enchanting Italian region of Tuscany.
- Join your group in a traditional Tuscan feast featuring local cuisine, wines and Italian melodies.
- Sample delectable wines during a wine tasting in one of the Chianti region's most picturesque wineries.
- A guided cultural tour of Florence highlights the many priceless treasures of the "Cradle of the Italian Renaissance."
- A local expert will guide you through the medieval city of Assisi, birthplace of Italy's patron saint, St. Francis.
- Gaze at the vineyards and rolling hills of Tuscany from atop the medieval city of San Gimignano

Pacific Northwest & California 8/23/2010 - \$ 1699.00 per person double (LAND ONLY) Call for air rate.

Tour Highlights:

- Mount St. Helens Visitor Center, Portland Columbia River Gorge, Newport, Bandon State Natural Area, Redwood National Park, Eureka, Avenue of the Giants, San Francisco, Fisherman's Wharf
- Learn about one of America's greatest volcanic eruptions with a visit to Mount St. Helens Visitor Center.
- Travel along the magnificent Bandon Beach Loop in Bandon State Natural Area to see the famed Face Rock.
- Enjoy dinner on Pier 39 and experience postcard views of San Francisco's Golden Gate Bridge.

WRITING



Writing for Kids 710054

For all of you who would like to write the next *Twilight* or *Shrek* or *Suite Life* this class is for you. Writing for Kids offers both the practical and the creative tools to develop and write a book, film, or TV project for the kid and family audience. You'll be prepared to understand the marketplace and develop and write your ideas.

Tuesday, 6:30 PM - 8:30 PM; 3 sessions starting October 13, 2009, ending October 27, 2009

Tuition: **\$59.00**
Instructor: **Garret Hicks**
Location: **TBA**



COMPUTER



Computer Basics Boot Camp 8890001

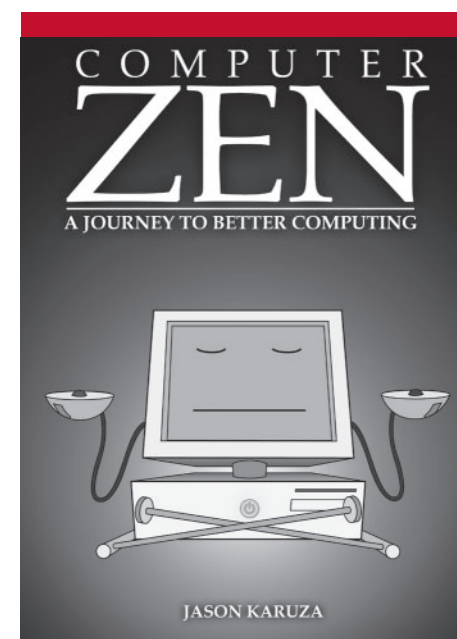
Please refer to page 22

Internet & Microsoft Word 8890007



Please refer to page 22

Computer Zen: PC Tips and Tricks 520029



If you're an intermediate level PC user, comfortable with computer basics, then this class will make you a master. In this lecture-style class, you'll be shown how to customize, maintain, secure and optimize your machine. Demos utilize Windows XP, but material directly applies to Windows Vista, OSX, and Linux as well. Topics include data back-up, security, Firefox, Google search, networking, and others. *Instructor Jason Karuza has an M.S. in*

Computer Science from UCLA, is a software engineer and a computer book author.
Monday, 7:00 PM - 10:00 PM; 2 sessions starting June 22, 2009, ending June 29, 2009

Saturday, 10:00 AM - 1:00 PM; 2 sessions starting July 18, 2009, ending July 25, 2009

Monday, 7:00 PM - 10:00 PM; 2 sessions starting September 28, 2009, ending October 5, 2009

Tuition: **\$60.00**
Instructor: **Jason Karuza**
Location: **SOCS 104**
Materials Cost: **\$25.00**

Quickbooks Fundamentals 500081

Learn the fundamentals of QuickBooks including, navigation of the software, setting up a company file, working with lists, working with bank accounts, entering sales information, receiving payments and making deposits, entering and paying bills, tracking and paying sales tax, and reconciling bank accounts. This is a "hands on" course where students will use and have access to their own computer to enter and process data. A "certificate of completion" will be awarded upon completion of the course. *Instructor Kevin Farmer has a Master's degree in Business with an emphasis in Technology Management. He is a dedicated professional with many years of teaching experience in Accounting and Business Systems courses at various Community Colleges. He brings a high level of experience to the classroom along with a proven method of teaching that is both functional and enjoyable.*

Sunday, 9:00 AM - 3:00 PM; 1 session on October 4, 2009

Tuition: **\$115.00**
Instructor: **Kevin Farmer**
Location: **MCS 111**
Materials Cost: **\$20.00**

Quickbooks Intermediate 500082

This is a hands on course where students will learn how to use the other more advanced features of QuickBooks including how to record Purchase Orders, how to record and track estimates, reconcile credit card transactions, customize forms and reports, memorize transactions, set up petty cash accounts, inventory tracking and adjustments, job costing and payroll set up.

Sunday, 9:00 AM - 3:00 PM; 1 session on November 15, 2009

Tuition: **\$115.00**
Instructor: **Kevin Farmer**
Location: **MCS 111**
Materials Cost: **\$20.00**

Traffic School Online

NEW!



Got a ticket? Stay point-free with El Camino College's Traffic School Online. Our convenient, cost-effective course can be taken from any computer with an internet connection. This course is fully approved by the California DMV, California courts and insurance companies. Traffic School Online is a secure and simple way for people to dismiss their tickets and reduce their insurance costs. The course offers up-to-date content and superior, 800 number student support.

Enroll now! Visit our website:
<http://elcamino.trafficschoolonline.com>

- Easy Access
- Start Anytime
- Rush Delivery Available
- En Español para California

Fee: \$39

Online Courses For Becoming Veterinary Assistants



Learn More...

- Expert Instructors
- 24-Hour Access
- Online Discussion Areas
- 6 Weeks of Instruction

New course sessions begin on the third Wednesday of each month. Please visit our Online Instruction Center to see exact start dates for the courses that interest you.



Visit our site to learn more.

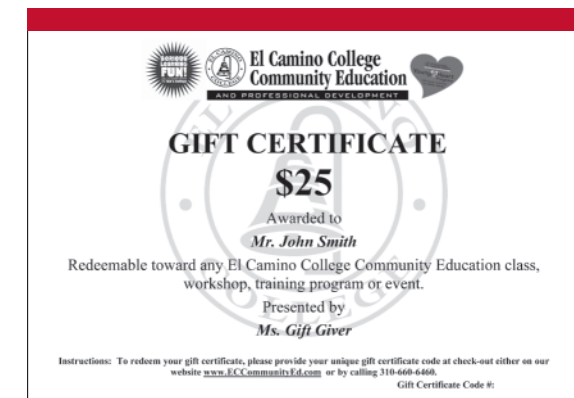
www.ECCommunityEd.com

- Become a Veterinary Assistant
- Become a Veterinary Assistant II: Canine Reproduction
- Become a Veterinary Assistant III: Practical Skills

Our **instructor-facilitated** online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. It's no wonder that many long-lasting friendships have formed in our lively discussion areas.

All courses run for six weeks (with a two-week grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. Any time of the day or night.

HOLIDAY GIFT IDEA



Learning is the greatest gift!

Give the gift of a Community Education class.

Gift Certificates Now Available! \$25 and up good toward any class.

We will mail your gift recipient a beautifully created certificate with the El Camino College emblem indicating both your name and the recipient's name. A unique gift code will be provided to redeem the designated monetary value online, in person or via the telephone.



NIGHT @ THE PLANETARIUM



Fall Constellations

Learn to recognize the fall stars and constellations, such as the Great Square of Pegasus, Perseus, Cassiopeia, Aquarius, and Pisces! Find out where the planets are and how to distinguish them from stars. Locate star clusters and nebulae visible with binoculars. The class is taught in the El Camino Planetarium. After the class, we will observe the stars through the telescopes of El Camino Observatory (if weather allows).

Friday, 7:00 PM - 10:00 PM; 1 session on October 23, 2009

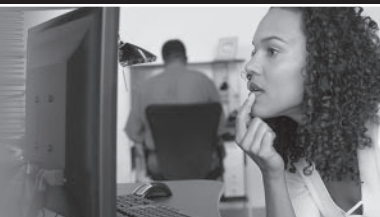
Cost: \$29.00

Materials Cost: \$16.00



OUTSTANDING ONLINE NON-CREDIT Career and Workforce Training Programs

Open for Immediate Enrollment!



Our on-line career-training certificate programs' content and materials are provided by Gatlin Education Services—the leader in online certification programs. These programs prepare students for developing expertise in their desired career fields and/or prepare them for industry certification exams. Although each course is self-study, each online course has an instructor assigned to answer student questions and help solve problems. Each program has specific learning outcomes related to industry standards. **Students may enroll by calling 866-441-5454 or if you have technical questions prior to enrolling, contact Gatlin Education Services by emailing support@gatlineducation.com or call 817-870-2870.**



Call or get online today for more information on how you can advance your career in just one semester!

TO REGISTER VISIT: www.GatlinEducation.com/ElCamino

THE PROGRAMS

HEALTHCARE AND FITNESS PROGRAMS	Hours	Class Price
• Administrative Dental Assistant	150	\$1,595
• Administrative Medical Specialist w/ Medical Billing and Coding	300	\$1,995
• Advanced Coding for the Physician's Office	80	\$1,395
• Advanced Hospital Coding and CCS Prep	80	\$1,695
• Advanced Personal Fitness Trainer	240	\$2,795
• Certified National Pharmaceutical Representative	120	\$1,595
• Coding, Reimbursement and Documentation for Physicians	12	\$795
• Fitness Business Management	260	\$2,395
• HIPAA Compliance (4 user licenses)	12	\$599
• Human Resources for Healthcare Professionals	80	\$1,995
• ICD-10 Medical Coding: Preparation and Instruction for Implementation	200	\$1,595
• Medical Billing and Coding	240	\$1,595
• Medical Terminology	60	\$595
• Medical Transcription	240	\$1,595
• Nutrition for Optimal Health, Wellness, and Sport	200	\$2,395
• Personal Fitness Trainer	150	\$2,095
• Personal Training and Group Exercise Training for Older Adults	260	\$2,395
• Pharmacy Technician	240	\$1,795
• Revenue Cycle Management for Healthcare Providers	12	\$795
• Veterinary Assistant	240	\$1,795
• Women's Exercise Training and Wellness	200	\$2,395

BUSINESS & PROFESSIONAL PROGRAMS	Hours	Class Price
• Administrative Professional with Microsoft		
• Certified Application Specialist (MCAS)	240	\$1,995
• Administrative Professional with Microsoft Office Specialist	240	\$1,995
• Bookkeeping the Easy Way with Quickbooks	140	\$1,695
• Certified Bookkeeper	80	\$1,795
• Certified Global Business Professional	400	\$2,495
• Certified Wedding Planner	300	\$1,395
• Chartered Tax Professional	180	\$1,795
• Chartered Tax Professional for California Residents	200	\$1,895
• Corporate Governance and Ethics	15	\$895
• eBusiness	200	\$1,995
• English as a Second Language - Global English	Unlimited	\$595
• Entrepreneurship: Start-Up and Business Owner Management	360	\$2,095
• Freight Broker/Agent Training	150	\$1,695
• Grant Writing	300	\$2,095
• Help Desk Analyst: Tier 1 Support Specialist	80	\$1,495
• Lean Mastery	60	\$1,695
• Management for IT Professionals	390	\$2,095
• Management Training	360	\$2,095
• Mediation and Dispute Resolution	180	\$4,195
• Microsoft Certified Application Specialist Training (MCAS)	120	\$1,595
• Microsoft Office Specialist 2003 (MOS)	120	\$1,595
• Non-Profit Management Training	300	\$2,095
• Paralegal	225	\$1,795
• Payroll Practice and Management	80	\$1,595
• Personal Financial Planning	40	\$1,395
• Principles of Private Investigation	200	\$1,995
• Project Management	40	\$1,495
• Purchasing & Supply Chain Management	300	\$2,095
• Records Management	180	\$1,395
• Search Engine Marketing	250	\$1,795
• Search Engine Optimization	150	\$1,395
• Seven Steps to Leading High Achieving Teams	70	\$1,395
• Six Sigma Black Belt	200	\$2,695
• Six Sigma Green Belt	100	\$1,895
• Supply Chain Management	240	\$2,795
• Technical Writing	80	\$1,595
• Travel Agent Training	200	\$1,595
• Understanding Earned Value Management	30	\$1,295

ONLINE CLASSES

IT & SOFTWARE DEVELOPMENT PROGRAMS	Hours	Class Price
• 3ds max	650	\$4,095
• Administrative Professional with Microsoft Certified Application Specialist (MCAS)	240	\$1,995
• Administrative Professional with Microsoft Office Specialist	240	\$1,995
• ASP.NET	300	\$1,995
• AutoCAD 2007	150	\$1,795
• AutoCAD 2009	150	\$1,995
• Cisco® CCENT® Certification Training	70	\$1,795
• Cisco® CCNA® Certification Training	100	\$1,995
• Comp TIA™ A+ Certification Training	320	\$1,695
• Comp TIA™ Linux+/LPI Level One Certification Training	300	\$2,195
• Comp TIA™ Network+/Server+ Certification Training	80	\$1,495
• Comp TIA™ Security+ Certification Training	120	\$1,695
• eBusiness	200	\$1,995
• English as a Second Language - Global English	Unlimited	\$595
• Forensic Computer Examiner	150	\$3,095
• Help Desk Analyst: Tier 1 Support Specialist	80	\$1,495
• Microsoft Access 2007	35	\$595
• Microsoft Certified Application Specialist (MCAS)	120	\$1,595
• Microsoft Certified Database Administrator (MCDBA)	460	\$3,095
• Microsoft Certified Desktop Support Technician (MCDST)	200	\$1,795
• Microsoft Certified System Administrator 2003 (MCSA)	440	\$2,495
• Microsoft Certified System Administrator Plus 2003 (MCSA+)	340	\$2,195
• Microsoft Certified System Engineer 2003 (MCSE)	700	\$3,295
• Microsoft Certified Technology Specialist: SQL Server 2005 (MCTS)	480	\$3,095
• Microsoft Excel 2007	35	\$595
• Microsoft Office Specialist 2003 (MOS)	120	\$1,595
• Microsoft Outlook 2007	35	\$595
• Microsoft PowerPoint 2007	35	\$595
• Microsoft Vista Business	35	\$595
• Microsoft Word 2007	35	\$595
• Pay Per Click Marketing	150	\$1,395
• RFID (Radio Frequency Identification) on the Web™	70	\$2,495
• Search Engine Marketing	250	\$1,795
• Search Engine Optimization	150	\$1,395
• Web Database Developer	200	\$2,195
• Webmaster	150	\$1,795

MANAGEMENT & CORPORATE PROGRAMS	Hours	Class Price
Certified National Pharmaceutical Representative	120	\$1,595
Corporate Governance and Ethics	15	\$895
English as a Second Language - Global English	Unlimited	\$595
Entrepreneurship: Start-Up and Business Owner Management	360	\$2,095
Human Resources for Healthcare Professionals	80	\$1,995
Lean Mastery	60	\$1,695
Management for IT Professionals	390	\$2,095
Management Training	360	\$2,095
Mediation and Dispute Resolution	180	\$4,195
Non-Profit Management Training	300	\$2,095
Payroll Practice and Management	80	\$1,595
Project Management	40	\$1,495
Purchasing Management	300	\$2,095

Records Management	80	\$1,395
Revenue Cycle Management for Healthcare Providers	12	\$795
Seven Steps to Leading High Achieving Teams	70	\$1,395
Six Sigma Black Belt	200	\$2,695
Six Sigma Green Belt	100	\$1,895
Supply Chain Management	240	\$2,795
Technical Writing	80	\$1,595

MEDIA & DESIGN PROGRAMS	Hours	Class Price
3ds max	650	\$4,095
Business Marketing Design	240	\$3,295
Digital Arts Certificate	225	\$3,195
English as a Second Language - Global English	Unlimited	\$595
Fine Arts Training	200	\$1,395
Graphic Design	80	\$1,495
Interior Design	350	\$2,295
Multimedia Design Certificate	225	\$3,195
Video Game Art	300	\$1,995
Video Game Design and Development	500	\$1,995
Web Database Developer	200	\$2,195
Webmaster	150	\$1,795
Website Design	225	\$3,295

HOSPITALITY & GAMING PROGRAMS	Hours	Class Price
3ds max	650	\$4,095
Advanced Personal Fitness Trainer	240	\$2,795
Casino Baccarat Dealer	75	\$1,195
Casino Blackjack Dealer	100	\$1,395
Casino Poker Dealer	100	\$1,395
Certified Global Business Professional	400	\$2,495
Certified Wedding Planner	300	\$1,395
English as a Second Language - Global English	Unlimited	\$595
Fine Arts Training	200	\$1,395
Personal Financial Planning	40	\$1,395
Travel Agent Training	200	\$1,595
Video Game Art	300	\$1,995
Video Game Design and Development	500	\$1,995

SKILLED TRADES & INDUSTRIAL PROGRAMS	Hours	Class Price
Chemical Plant Operations	400	\$2,595
English as a Second Language - Global English	Unlimited	\$595
Freight Broker/Agent Training	150	\$1,695
Home Inspection	200	\$2,095
HVAC Technician	320	\$3,095
Modern Automotive Service Technician	380	\$2,695
Oil Refinery Operations	400	\$2,595
Paper Mill Operations	400	\$2,595
Power Plant Operations	400	\$2,595
Pulp Mill Operations	400	\$2,595

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> INSTRUCTOR FACILITATED Online Courses

Convenient,
Affordable,
and Effective



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How to Get Started:

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www.ECCommunityEd.com
2. If you are new to our website, click **Sign in** on the left-hand side and create a new student profile.
3. Sign in with your **Username** and **Password**, select a class by clicking on the **Courses** link, choose a subject in the **Online Classes** section and select the course title you are interested in. Click **Add To Cart** and follow instructions to pay for your course.
4. When your course starts, return to www.ECCommunityEd.com, simply log in with your username and password and click the **Classroom** link to begin your studies.

BUSINESS COURSES

Accounting Fundamentals

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

Administrative Assistant Fundamentals

Prepare to take advantage of the many new job opportunities in health care, legal services, and other industries.

Managing Customer Service

Become indispensable to any organization by understanding how to identify and meet customer needs.

Professional Sales Skills

Discover how to begin a successful and rewarding career in sales.

Principles of Sales Management

Master the art of managing sales teams from a sales pro.

Successful Construction Business Management

Gain a powerful and permanent advantage over the competition by practicing expert management.

Introduction to QuickBooks

Learn how to quickly and efficiently gain control over the financial aspects of your business.

Distribution and Logistics Management

Improve your company's ability to deliver on time and on budget, while increasing customer satisfaction.

Introduction to Business Analysis

Master powerful techniques to improve your decision-making skills at work.

Real Estate Law

Learn the basics of real estate law, including investing, title searching, and mortgages.

Introduction to Peachtree Accounting

Get the training you need to perform everyday accounting tasks using Peachtree Accounting software.

Mastery of Business Fundamentals

Acquire practical experience in strategic planning, management, and finance without enrolling in an MBA program.

Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management.

PMP Certification Prep 1

Prepare to take—and pass—the PMP certification exam. Course 1 of 2.

Understanding the Human Resources Function

Learn to handle human resource functions to ensure the best possible results.

The course was tremendously informative and helpful. I strongly encourage this class to be taken by any Supervisor that's gone from being an employee to now having the Boss title(smile). The rewards can be great!!! SUPER!!

Employment Law Fundamentals

Learn the basics of employment law so you can legally hire, evaluate, and manage employees.

Total Quality Fundamentals

Give yourself a strong foundation in total quality management.

Fundamentals of Supervision and Management

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

High Speed Project Management

Learn to deal with the realities of managing projects at supersonic speeds despite truncated timelines, inadequate staffing, and skimpy budgets.

Purchasing Fundamentals

Improve your company's bottom line by mastering the fundamentals of purchasing.

Business and Marketing Writing

Write great marketing copy to improve your company's image and your chances of getting hired or promoted.

START YOUR OWN BUSINESS APPLICATIONS

Learn to Buy and Sell on eBay

Auction pros teach you how to work from home or earn extra income by buying and selling goods online.

Marketing Your Business on the Internet

E-commerce expert helps you develop an Internet marketing plan for your business.

Start Your Own eBay Drop Off Store

Turn people's unwanted items into a lucrative source of income by starting an eBay drop off store.

Secrets of the Caterer

Learn cooking and business secrets from a professional caterer.

Wow, What a Great Event!

Looking for a fun new career coordinating special events? Learn proven techniques from a master event planner.

Growing Plants for Fun and Profit

An industry professional teaches you everything you need to prosper in the backyard nursery business.

Publish It Yourself: How to Start and Operate Your Own Publishing Business

Convert manuscripts into income by producing and selling books like the pros.

Start Your Own Consulting Practice

Find out how you can earn income by sharing your training or knowledge with others.

Start and Operate Your Own Home-Based Business

An experienced entrepreneur teaches you how to develop the motivation, discipline, and creativity to quit your job and be your own boss.

Creating a Successful Business Plan

Turn your business ideas into a solid plan for financing and long-term success.

Start Your Own Arts and Crafts Business

Learn how to start your own arts and crafts business from a professional artist.

GRANT WRITING/ NONPROFITS

Starting a Nonprofit

Industry veteran shows you how to take a nonprofit business from vision to reality.

Introduction to Nonprofit Management

Develop the skills and strategies you need to become an integral part of one of the fastest growing service sectors.

Marketing Your Nonprofit

Further the ideals and goals of your nonprofit by learning to compete more effectively for members, media attention, donors, clients, and volunteers.

Get Grants!

Learn how to develop successful, fundable grants from experts in the field.

A to Z Grantwriting

Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.

Writing Effective Grant Proposals

Learn to prepare grant proposals that get solid results for your favorite organization or charity.

Advanced Grant Proposal Writing

Gain a full understanding of the criteria funders use to determine whether your grant proposal gets funded or rejected.

Becoming a Grant Writing Consultant

Increase your income while working from home by starting a grant writing consulting business.

Learn More...

- Expert Instructors
- 24-Hour Access
- Online Discussion Areas
- 6 Weeks of Instruction

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Courses Start as Low as:

\$89.00

Requirements:

Internet access, e-mail, the Netscape Navigator, or the Microsoft Internet Explorer web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information.

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4. When your course starts, return to www.ECCommunityEd.com, simply log in with your username and password and click the **Classroom** link to begin your studies.

CAREER IDEAS

Become a Veterinary Assistant

Practicing veterinarian prepares you to work in a veterinary office or hospital.

Real Estate Investing

Build and protect your wealth by investing in real estate.

Get Paid to Travel

Learn everything you need to start your new and exciting career as a professional tour director.

Fundamentals of Technical Writing

Learn the skills you need to succeed in the well-paying field of technical writing.

As a newcomer to the field of technical writing, I found this course particularly useful. I feel it has afforded me a great foundation on which I can further build my skills.

Introduction to Criminal Law

An in-depth look at criminal law and the real world of prosecutors, defense attorneys, and the paralegals who work closely with them.

Legal Nurse Consulting

Begin a new career by helping attorneys understand and resolve medical cases and claims.

Paralegal Preparation 1

Prepare for a career as a paralegal by learning terminology, processes, and other basics (course 1 of 6).

Publish It Yourself: How to Start and Operate Your Own Publishing Business

Convert manuscripts into income by producing and selling books like the pros.

Become an Optical Assistant

Learn what it takes to become an optical assistant and discover why it's one of today's most popular and fascinating career opportunities.

Become a Physical Therapy Aide

Prepare for a rewarding career as a valued member of the physical therapy team.

PERSONAL DEVELOPMENT

Listen to Your Heart, and Success Will Follow

Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents.

Grammar Refresher

Gain confidence in your ability to produce clean, grammatically correct documents and speeches.

Twelve Steps to a Successful Job Search

World-renowned author and career advisor shows you how to get the job you want quickly and easily and in any economy.

Individual Excellence

Master 12 career-enhancing skills including goal setting, time management, personal organization, and creativity.

Leadership

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

The instructor did a great job choosing what to cover. The material was well presented and touched on many interesting topics. I definitely recommend this course not only to those who are shy, but to anyone who would like pointers in improving him or herself.

Computer Skills for the Workplace

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

This course gave me the confidence to re-enter the workforce. I will be able to apply for jobs that ask for computer knowledge without feeling unsure of my capabilities.

Merrill Ream Speed Reading

Acclaimed speed reading expert teaches you how to save yourself time by reading faster with better comprehension.

PERSONAL ENRICHMENT

Get Assertive!

Find out how you can stop others from intimidating you or treating you poorly.

Goodbye to Shy

Become more confident in social, professional, and romantic situations.

"Goodbye to Shy" was a wonderful course, and Kim was a wonderful instructor - very positive and encouraging. As a shy person, I felt empowered by that encouragement, and I really feel a difference in my life already, a willingness to try and a greatly reduced fearfulness. Thank you, Kim!

Get Funny!

Use humor to disarm, befriend, motivate, inspire, and inform others.

Achieving Success with Difficult People

Learn how to have more successful relationships with difficult bosses, co-workers, students, neighbors, or relatives.

Each ed2go course comes equipped with a patient and caring instructor.

Healing Through Hypnosis

Learn to use hypnotic suggestion on yourself and others with amazing results.

Keys to Effective Communication

Lost for words? Don't be! Learn to build rapport, trust, warmth, and respect through conversation.

Handling Medical Emergencies

Every second counts during a medical emergency. Learn how to respond if someone needs your help.

The instructor is highly qualified to teach this course, and has organized an excellent, informative course that met my expectations. I would recommend this course to anyone who would like to gain the knowledge and confidence to help your family or others you may encounter who are having a medical emergency.

TEST PREP

GED Preparation

Want to pass the GED? This course will help you develop the skills you'll need to succeed.

Prepare for the GED Language Arts, Writing Test

Prepare for the GED test on language arts and writing.

Prepare for the GED Math Test

Master the skills you'll need to pass Test 5 in the GED test series.

SAT/ACT Preparation - Part 1

Get your best possible score on the verbal and reasoning sections of the new SAT exam.

SAT/ACT Preparation - Part 2

Do your best on the quantitative section of the new SAT.

GMAT Preparation

Discover powerful test-taking techniques and methods for improving your score on the GMAT.

I just wanted to thank you for the course and being able to do them on the internet. With my work schedule it was helpful to me. I can finally get my GED.

GRE Preparation - Part 1

Discover powerful strategies for success in the verbal and analytical sections of the GRE.

GRE Preparation - Part 2

Learn a variety of useful techniques for tackling the math section of the GRE.

LSAT Preparation - Part 1

Learn about law school entrance procedures, develop analytical reasoning skills, and improve your test-taking skills.

LSAT Preparation - Part 2

Improve your logical reasoning and reading comprehension skills; discover proven approaches for selecting correct exam answers.

Learn More...

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3. Sign in with your **Username** and **Password**, select a class by clicking on the **Courses** link, choose a subject in the **Online Classes** section and select the course title you are interested in. Click **Add To Cart** and follow instructions to pay for your course.
4. When your course starts, return to www.ECCommunityEd.com, simply log in with your username and password and click the **Classroom** link to begin your studies.

DIGITAL PHOTOGRAPHY

Discover Digital Photography

An informative introduction to the fascinating world of digital photography equipment.

Photoshop Elements

I and II are now available! Master the most advanced features of Photoshop Elements for Windows and take your photo editing skills to the next level!

Making Movies with Windows XP

Turn your home videos into entertaining movies that you can share with others by e-mail, the Web, CD, and DVD.

Photographing People With Your Digital Camera

Expert shows you how to take beautiful pictures of adults, children, and babies.

This was a wonderful class. It was practical, but also offered moral support to those of us assisting aging parents. I am so glad I took this class.

Ready, Set, Read!

A learning specialist shows you how to raise a successful reader and writer.

Enhancing Language Development in Childhood

Enrich the lives of your children by helping them become proficient speakers and thinkers.

Understanding Adolescents

Unlock the secrets of the adolescent mind to improve relations.

Get Paid to Travel

Learn everything you need to start your new and exciting career as a professional tour director.

LANGUAGES

Speed Spanish I

II and III are now available! Learn six easy recipes to glue Spanish words together into sentences, and you'll be speaking Spanish in no time.

Instant Italian

Learn Italian from the comfort of your home in this fun and enjoyable online course.

Beginning Braille Transcription

Prepare for a rewarding career as a transcriber by learning to write and read the language of the blind.

Grammar for ESL

If English is your second language, this course will teach you the principles you'll need to succeed.

Writing for ESL

Learn how to write in English more effectively to succeed in college and at work.

Conversational Japanese

Whether you want to learn conversational Japanese for travel or just for fun, you'll find this course makes it easy and enjoyable for beginners to master the essentials of the Japanese language.

ART, HISTORY, MATH, & MORE

Everyday Math

Gain confidence in your basic math skills and start using math to your advantage.

Introduction to Algebra

Understand how algebra is relevant to almost every aspect of your daily life, and become skilled at solving a variety of algebraic problems.

Teaching Science: Grades 4-6

Increase your effectiveness as a science teacher for children in fourth through sixth grades.

Teaching Math: Grades 4-6

Reinvent math instruction for grades 4-6 by bringing hands-on learning, inexpensive manipulatives, and real-world connections into your classroom.

LAW & LEGAL CAREERS

Business Law for Small Business Owners

Learn how to successfully protect your small business and solve most of the legal problems that may arise.

Introduction to Criminal Law

2 courses available! An in-depth look at criminal law and the real world of prosecutors, defense attorneys, and paralegals.

Evidence Law

Prepare for a career as a law clerk or legal secretary by learning how to help busy attorneys gather and evaluate evidence and prepare for trial.

Winning Strategy for the Courtroom

Learn what it takes to win in civil court from an attorney who has won hundreds of cases.

Constitutional Law: Bill of Rights

Understand the challenges facing the maintenance of guaranteed freedoms in the modern world.

Legal Nurse Consulting

If you're a nurse, this course will help you prepare for a new career helping attorneys understand and resolve medical cases and claims.

Employment Law Fundamentals

Learn the basics of employment law so you can legally hire, evaluate, and manage employees.

Workers' Compensation

Gain essential skills and a solid understanding of one of the fastest-growing areas in law.

Paralegal Preparation 1

Prepare for a career as a paralegal by learning terminology, processes, and other basics (course 1 of 6).

LSAT Preparation - Course 1 of 2

Learn about law school entrance procedures and improve your test-taking skills.

Real Estate Law

Learn the basics of real estate law, including investing, title searching, and mortgages.

PERSONAL FINANCE

Real Estate Investing

Build and protect your wealth by investing in real estate.

Debt Elimination Techniques That Work

Learn specific, powerful, and proven strategies to get completely out of debt and live a stress-free lifestyle.

Where Does All My Money Go?

Learn how to get control of your money once and for all.

Listen to Your Heart, and Success Will Follow

Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents.

Convenient, Affordable, and Effective.

Take ed2go courses from the comfort of your home or office at the times that are most convenient for you.

Learn More...

- Expert Instructors
- 24-Hour Access
- Online Discussion Areas
- 6 Weeks of Instruction

New course sessions begin on the third Wednesday of each month. Please visit our Online Instruction Center to see exact start dates for the courses that interest you.

Enroll Now!

Visit our Online Instruction Center today!

www.ECCommunityEd.com

or call:
310.660.6460

Courses Start as Low as:

\$89.00

Requirements:

Internet access, e-mail, the Netscape Navigator, or the Microsoft Internet Explorer web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information.

MORE COURSES AVAILABLE ON WEBSITE

ONLINE CLASSES



> INSTRUCTOR FACILITATED Online Courses

Convenient,
Affordable,
and Effective



Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. It's no wonder that many long-lasting friendships have formed in our lively discussion areas.

All courses run for six weeks (with a two-week grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office any time of the day or night.

How to Get Started:

1. Visit our website:
www.ECCCommunityEd.com
2. If you are new to our website, click **Sign in** on the left-hand side and create a new student profile.
3. Sign in with your **Username** and **Password**, select a class by clicking on the **Courses** link, choose a subject in the **Online Classes** section and select the course title you are interested in. Click **Add To Cart** and follow instructions to pay for your course.
4. When your course starts, return to www.ECCCommunityEd.com, simply log in with your username and password and click the **Classroom** link to begin your studies.

Personal Finance

Protect your assets and discover how best to achieve all your financial goals.

I loved this course and felt it was really well done. Thank you.

Stocks, Bonds, and Investing: Oh, My!

Make wise investment decisions so you have enough to live comfortably through your retirement.

The Analysis and Valuation of Stocks

Discover valuable techniques that show you step-by-step how to research and value stocks.

Introduction to Stock Options

Learn how stock options can help you profit in any type of market.

Keys to Successful Money Management

Certified financial planner shows you how most wealthy people build their fortunes.

Introduction to Microsoft Excel

Work with numbers? You need to know Excel. Learn the secrets of this powerful application.

HEALTH CARE

Become a Physical Therapy Aide

Prepare for a rewarding career as a valued member of the physical therapy team.

Become an Optical Assistant

Learn what it takes to become an optical assistant and discover why it's one of today's most popular and fascinating career opportunities.

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.

Human Anatomy and Physiology

Learn how our organ systems work together to allow us to process sensations, think, communicate, grow, move, and reproduce.

Become a Veterinary Assistant

Practicing veterinarian prepares you to work in a veterinary office or hospital.

Handling Medical Emergencies

Every second counts during a medical emergency. Learn how to respond if someone needs your help.

Legal Nurse Consulting

Begin a new career by helping attorneys understand and resolve medical cases and claims.

Certificate in End of Life Care

(26 contact hours) Understand the needs of individuals living with debilitating or terminal illnesses.

Certificate in Gerontology

(30 contact hours) Earn a certificate proving you have the skills required to meet the health care needs of a rapidly aging population.

Introduction to Natural Health and Healing

Learn how to promote wellness, balance, and health in all aspects of your daily life.

TEACHING

Teaching Writing: Grades 4-6

In this teacher-training course, you'll learn from an experienced educator how to motivate and assist developing writers.

Teaching Math: Grades 4-6

Reinvent math instruction for grades 4-6 by bringing hands-on learning, inexpensive manipulatives, and real-world connections into your classroom.

Solving Classroom Discipline Problems

Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.

Survival Kit for New Teachers

Veteran instructor shares the secrets for success in your first years of teaching.

Differentiated Instruction in the Classroom

Improve your ability to teach diverse learners with real-world examples from elementary, middle, and high school classrooms.

The Classroom Computer

Learn how to use the classroom computer to increase learning and motivate students.

Using the Internet in the Classroom

Discover how you can use the Internet to make teaching easier for you and more relevant to your students.

Creating a Classroom Web Site

Learn how to create a classroom Web site and how having one can make you a more effective and dynamic teacher.

Guided Reading: Strategies for the Differentiated Classroom

Learn creative ways to bring differentiated instruction and guided reading to life in your classroom.

Integrating Technology in the Classroom

Take your teaching to another level with these fun new ways to incorporate technology into your lesson plans.

Creating the Inclusive Classroom: Strategies for Success

In this professional development course for teachers, you'll get the training you need to reach the diverse mix of students you face every day--learning proven strategies that turn diversity into opportunity.

Ready, Set, Read!

Learning specialist shows you how to develop successful readers and writers.

Microsoft Excel in the Classroom

Discover how Excel can help you improve your effectiveness as a teacher.

Microsoft Word 2007 in the Classroom

Harness the power of the most popular word processing program on the market and become a more productive and creative teacher.

Microsoft PowerPoint in the Classroom

Motivate your students and enrich your lessons by bringing PowerPoint into your classroom.

Singapore Math Strategies: Model Drawing for Grades 1-6

In this professional development course for teachers, you'll get the training you need to start teaching model drawing, the powerful Singapore Math strategy that gives word problems a visual context.

Teaching Students With Autism: Strategies for Success

Help your students with high-functioning autism and Asperger's Syndrome unlock their potential in the classroom.

Response to Intervention: Reading Strategies That Work

Learn response to intervention (RTI) strategies that ensure the struggling readers in your classroom get the help and education they need.

Working Successfully With Learning Disabled Students

Learn how to successfully meet the diverse needs of the learning disabled students in your classroom.

WRITING

Writeriffic: Creativity Training for Writers

Banish writer's block forever with these tricks from the published writer's toolbox.

Grammar Refresher

Gain confidence in your ability to produce clean, grammatically correct documents and speeches.

Write Your Life Story

Give your family and friends an inspirational autobiography.

Advanced Fiction Writing

Explore advanced fiction writing techniques with a published novelist.

The Keys to Effective Editing

If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and nonfiction.

Introduction to Journaling

Discover how journaling can help you explore your dreams, values, and beliefs, survive unwanted change, succeed in your career, and express your creativity.

Learn More...

- Expert Instructors
- 24-Hour Access
- Online Discussion Areas
- 6 Weeks of Instruction

New course sessions begin on the third Wednesday of each month. Please visit our Online Instruction Center to see exact start dates for the courses that interest you.

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2. If you are new to our website, click **Sign in** on the left-hand side and create a new student profile.
3. Sign in with your **Username** and **Password**, select a class by clicking on the **Courses** link, choose a subject in the **Online Classes** section and select the course title you are interested in. Click **Add To Cart** and follow instructions to pay for your course.
4. When your course starts, return to www.ECCommunityEd.com, simply log in with your username and password and click the **Classroom** link to begin your studies.

WEB DESIGN

Creating Web Pages I & II

Are you using HTML to its fullest potential? In this hands-on course, you'll become adept at using color, tables, and frames to give your Web pages a more polished and professional look, improved navigation, and more organization. Beef up the fun factor with audio and interactive forms, and learn how to save hours of time and effort with Cascading Style Sheets.

Designing Effective Websites

This course will teach you powerful graphic design techniques that will help you build Web sites that are attractive and highly effective. You'll learn what attracts visitors to a site, and how you can create the most satisfying experience for those visitors. You'll learn to use typography, aesthetics, color, graphics, and page layout to create the most compelling user interface possible, and you'll understand how users read on the Web and the characteristics of effective Web writing.

Introduction to Dreamweaver

II and III are now available! Learn to harness the power of this industry-standard Web design program from a Silicon Alley veteran. Master the basics of document creation and how to insert and format text, images, hyperlinks, tables, multimedia files, and other types of Web page content.

Imaging for the Web Using Fireworks

Tap into the power of Fireworks MX 2004 to create dynamic Web graphics, including logos, buttons, rollovers, image swaps, animation, and more. Learn to use Fireworks alone to produce interactive Web pages without writing any code, or integrate your creations with Dreamweaver or Flash for a truly remarkable total Web solution. Introduction to Flash MX 2004 In this six-week online course, you'll learn how to use Flash MX

2004 to create dynamic, entertaining, and interactive Web sites and other projects. You'll discover the basic tools and techniques for making a Flash movie. You'll use Flash to create and modify graphics and text, build simple animations, and design Web site navigation buttons. Before you know it, you'll have a solid understanding of Flash and how best to make it work for you.

Introduction to Microsoft FrontPage 2003

Learn the essentials of Microsoft's popular Web sitebuilding software. You'll begin with an introduction to basic Web design principles, and you'll explore the interface and features of the FrontPage program. Then, you'll learn how to manipulate words and images to create a site worthy of publishing to the Internet. By the end of the course, you'll be armed with all the knowledge you need to create an attractive, well-designed, and functional Web site.

Introduction to Macromedia Director

Director skills are in high demand. Learn to create learning applications, demos, games, interactive Web sites, and more. Achieving Top Search Engine Positions With nearly 90% of web traffic coming from search engines, the most important thing you can do to increase your web site's traffic is to increase your search engine ranking. Learn proven, step-bystep strategies to achieve the highest position with the major search engines.

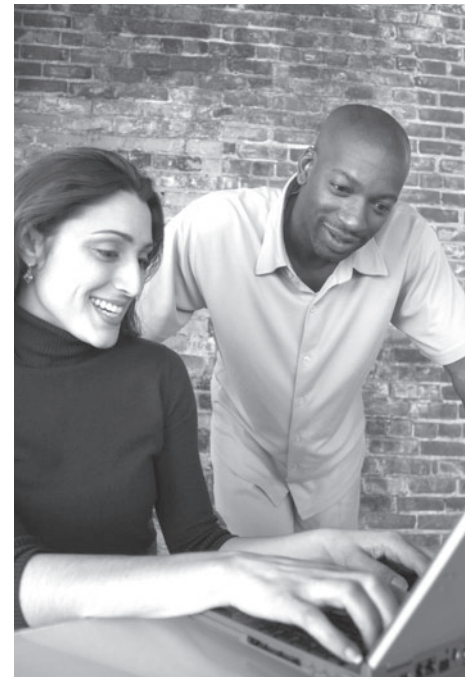
Courses Start as Low as:

\$89.00

Requirements:

Internet access, e-mail, the Netscape Navigator, or the Microsoft Internet Explorer web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information.

Frequently Asked Questions



WHAT FORM OF CREDIT CARD PAYMENT DO YOU ACCEPT?

Visa, MasterCard and Discover only.

MAY I REGISTER ON THE DAY OF CLASS?

Please register early. Classes fill quickly. Also, we cancel classes with low enrollment, so your early registration may assure that the class you choose will remain available. 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 or credit card to enroll.

WHAT IF I CAN'T ATTEND A CLASS FOR WHICH I AM REGISTERED?

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 receipt of a completed "Cancellation Request" form. "Cancellation Request" forms must be submitted 3 full business days before the first class meeting. No exceptions. **Any requests received less than 3 full business days before the first class meeting will not be processed and will not receive a credit voucher.** Visit our website, call, or stop by our office to obtain a "Cancellation Request" form. Credit Vouchers are applicable toward a future Community Education class and are valid for 3 years.

WHO MAY ATTEND COMMUNITY EDUCATION CLASSES?

Community Education classes are open to anyone in the community, inside or outside of our district. In general, you must be 18 years old to attend adult classes. *Kid's College* classes are offered for children and teenagers under the age of 18 with parent/guardian consent.

HOW DO I REGISTER FOR COMMUNITY EDUCATION CLASSES?

Online: www.eccommunityed.com

By Mail: Mail your completed registration form & payment to: Community Education-El Camino College
16007 Crenshaw Blvd.
Torrance, CA 90506

By Phone: Call 310-660-6460

By Fax: Fax your completed registration form & payment information to: 310-660-6015

In Person: Bring your completed enrollment form to the Community Education office

WHAT ARE YOUR OFFICE HOURS?

Monday-Friday, 8:30 am – 5:00 pm
Closed weekends and holidays.

TO WHOM DO I PAY THE MATERIAL FEE?

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

WHAT ABOUT PARKING?

Campus parking is \$2 per day, 24 hours a day, seven days a week. You may purchase a daily parking pass at any of the kiosks located in each parking area.

DO WE GET CREDIT OR GRADES FOR THESE CLASSES?

No, Community Education classes (including *Kid's College* classes) are not-for-credit. There are no official grades given.

How to Register for a Class

E-Z Guide to Registration

Please register early. Classes fill quickly. Also, we cancel classes with low enrollment, so your early registration may assure that the class you choose will remain available.



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 and
class information.*

BY FAX

Fax your completed
registration form
along with credit
card information
to the Community
Education Office at
310-660-6015.

IN PERSON

Bring your completed
registration form
& payment to the
Community
Education Office in
the Community
Advancement Bldg.
(see map).**

ONLINE

(the easiest way!)
Visit:
eccommunityed.com
& pay by credit card

*Please note: For *Kid's College* Classes, a parent or guardian must submit a completed "Release & Medical Consent" form along with payment for each child enrolled.

**Please call for directions to our office.

OFFICE HOURS:

Monday-Friday, 8:30 am – 5:00 pm. Closed weekends and holidays.

AT THE FIRST CLASS MEETING

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 or credit card to enroll.

Note: Classes fill quickly. Also, we cancel classes with low enrollment, so your early registration may assure that the class you choose will remain available.

TRANSFERS

To transfer to another class, requests must be received in writing (call or stop by the office to request a "Transfer Request" form) at least **three full business days** before the original class meets. A \$10 transfer fee will apply.

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.

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.

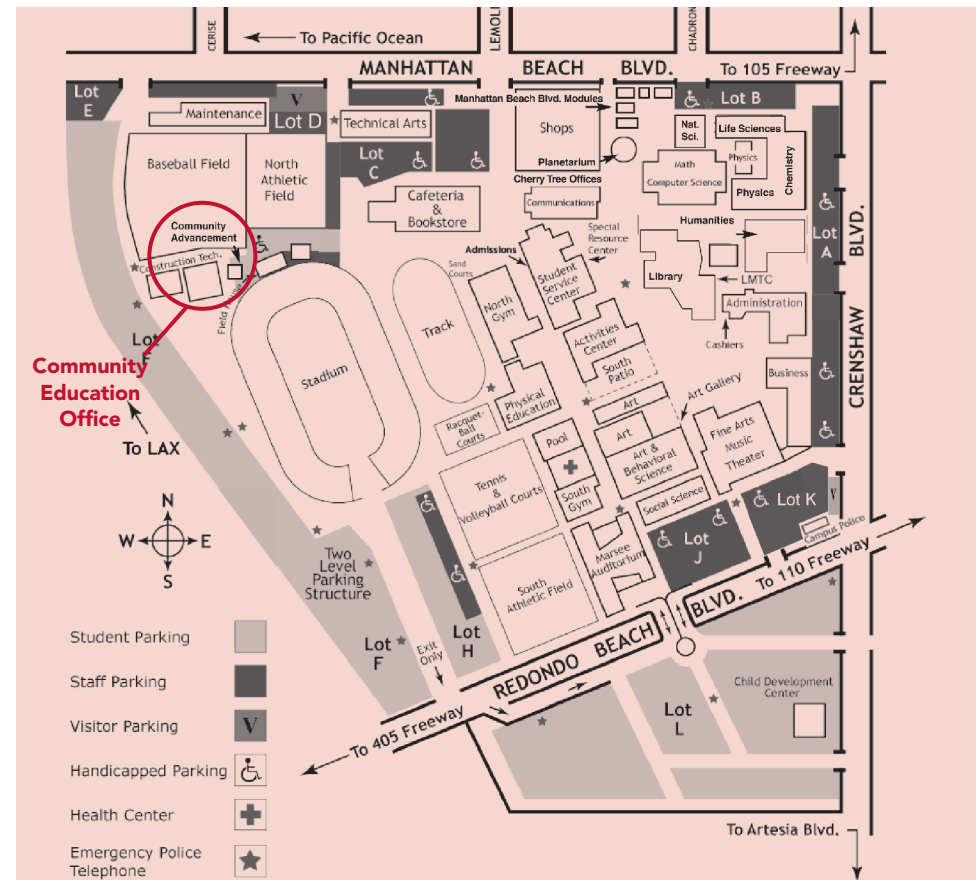
CANCELLATION POLICY

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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 \$2 at vending machines located throughout the campus (Lots D, H, K, L). 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.

El Camino Campus Map



BUILDING	BUILDING ABBREVIATION	ROOM ABBREVIATIONS	BUILDING	BUILDING ABBREVIATION	ROOM ABBREVIATIONS
ACTIVITIES CENTER	ACTC	ACTCTR	MANHATTAN BEACH BOULEVARD MODULES	MBSM	MBSM
ADMINISTRATION	ADM	ADM	MUSIC	MUSI	MU
ART - NORTH WING	ARTN	ART	MATH & COMPUTER SCIENCE	MCS	MCS
ART AND BEHAVIORAL SCIENCE	ARTB	ART / BSI	NATURAL SCIENCES	NATS	NATS
BUSINESS	BUSI	BUS	NORTH GYMNASIUM	NGYM	NO. GYM
CAMPUS THEATER	TH	TH	PHYSICAL EDUCATION	PE	PE
CHEMISTRY	CHEM	CHEM	PHYSICS	PHYS	PHYS
CHERRY TREE OFFICES	CTO	CTO	PLANETARIUM	PLAN	PLAN
CHILD DEVELOPMENT CENTER	CHIL	CDEVCTR	POOL / HEALTH CENTER	POOL	POOL
COMMUNICATIONS CENTER	COMM	CNT	SAND VOLLEYBALL COURTS	SAND	SAND
CONSTRUCTION TECHNOLOGY	CONT	HBCT	SHOPS	SHOP	S
HANDBALL COURTS	HBCT	H	SOCIAL SCIENCE	SSOC	SS
HUMANITIES	H	LIBRRY	SOUTH GYMNASIUM	SGYM	SO. GYM
LIBRARY	LIB	LS	STUDENT SERVICES CENTER	SSVC	SSC
LIFE SCIENCES	LS	LS	TECHNICAL ARTS	TECH	TA

Area Map



For More Information

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

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

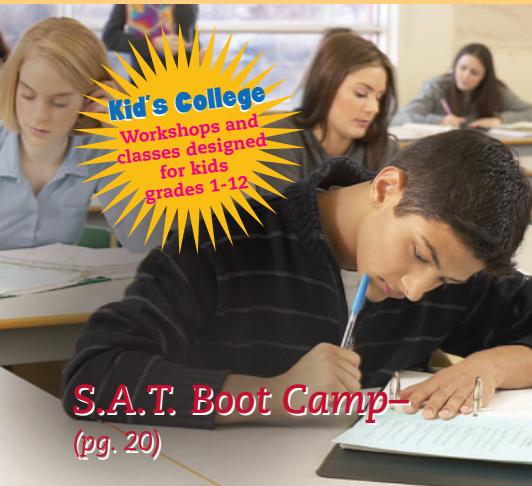
Spotlight On Professional & Personal Development...



Pharmacy Technician Training Program
(pg. 6)



Beer Making (pg. 13)



Kid's College
Workshops and classes designed for kids grades 1-12

S.A.T. Boot Camp
(pg. 20)



Holiday Gift Idea 💡
Give the Gift of Learning
Class gift certificates now available! (pg. 33)

REGISTER ONLINE AT WWW.ECCOMMUNITYED.COM



Programs by Community Education include:

POSTAL CUSTOMER


El Camino College
Community Education
AND PROFESSIONAL DEVELOPMENT
16007 Crenshaw Blvd., Torrance, CA 90506
PHONE: (310) 660-6460

Non-Profit Organization
U.S. Postage
PAID
Torrance, CA
Permit 478