



El Camino College Community Education

AND PROFESSIONAL DEVELOPMENT

Winter/Spring 2013

SCHEDULE OF CLASSES

Classes For The Whole Family



**Business
and
Career
Training**
(pg. 23-44)

**Fun Classes,
Events
and
Excursions**
(pg. 4-20)

**Ongoing classes offered
from January-May 2013**

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

Special Events & Excursions!



Pirate Camp (For Adults!) (pg. 5)
Sunday, January 27, 2013
1:00 pm - 3:00 pm

As featured
on Torrance
CitiCABLE!



Mother-Daughter Tea (pg. 4)
Saturday May 11, 2013
 Join us for our 3rd annual Mother-Daughter Tea with a Tropical-themed presentation!



Museum Excursion: California Science Center's Space Shuttle Endeavour & IMAX Film (pg. 7)
Saturday, March 2, 2013!



Olive Oil Tasting Excursion: Ferrari Olive Oil Co. (pg. 8)

Let your inner chef come out as Ferrari Olive Oil's experienced Chefs show you different tricks and recipes to try at home with olive oil, balsamic vinegar and other gourmet products.

Saturday, January 12, 2013

Photo by DeBorah Green



TEN YEARS AFTER Special Event Series Led by John Powers (pg. 6)

Participate in an exciting new series designed for you to gain insights into today's headline-grabbing events by looking back to our recent past. *Ten Years After* will examine, through text, video imagery, and discussion, several major events from the year 2003.

- **Space Shuttle Columbia Disaster**
Thursday, Feb 7, 2013 6:30pm-7:30pm
- **Invasion of Iraq**
Thursday, Mar 7, 2013 6:30pm-7:30pm
- **Completion of the Human Genome Project**
Thursday, Apr 4, 2013 6:30pm-7:30pm
- **California Gubernatorial Recall and Election**
Thursday, May 2, 2013 6:30pm-7:30pm

NEW
HISTORY
SERIES!

Welcome to Community Education!

ABOUT COMMUNITY EDUCATION

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

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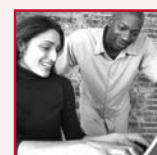
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TROPICAL LUNCHEON



SPECIAL PERFORMANCE

Hawaiian Singing Sensation
Kalyn Aolani



MOTHER-DAUGHTER TROPICAL TIKI TEA

In honor of the special bond that exists
between Moms and Daughters...

Saturday May 11, 2013
10:00 am-12:30 pm
El Camino College East Dining Room
\$25 per person

Limited seating. Pre-registration required. Call 310-660-6460. Ages 5 & up.

INCLUDES:

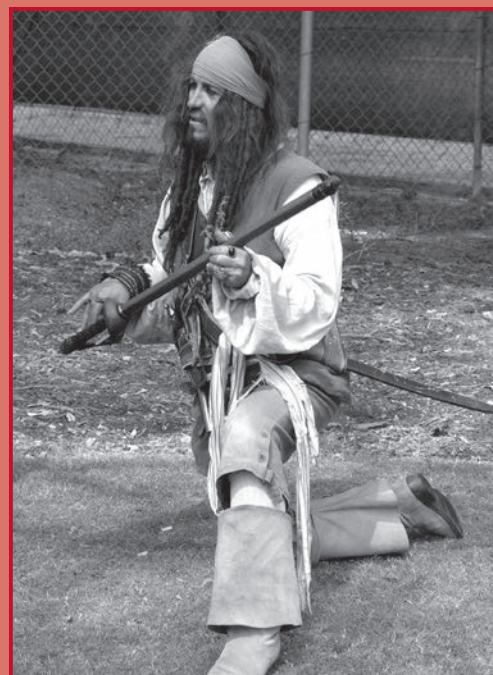
- **FOOD:** Buffet-style light "Tropical" luncheon/tea service
- **HAWAIIAN SHAVE ICE BY:**  Hula Girls Shave Ice since 2004
- **PHOTO BOOTH:** A printed photo for each guest
- **LIVE ENTERTAINMENT:** Authentic Hawaiian Dance Presentation and a performance by Hawaiian singing sensation Kalyn Aolani accompanied by Mitch Chang.

Kalyn Aolani (pictured above) is a young Hawaiian music entertainer whose specialty is singing in the traditional Hawaiian Ha'i style. Kalyn studied ukulele and slack key guitar music with Mitch Chang and opened the 2012 Southern California Slack Key Festival!

Mitch Chang (pictured right) is a graduate of the University of Hawaii music program, and has been teaching and performing ukulele throughout Southern California since 2006. He is the creator and producer of the Southern California Slack Key Festival (now in its 6th year).

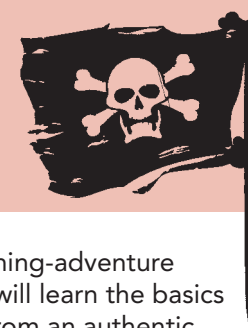


- **TROPICAL MARKET PLACE:** Find the perfect Mother's day gift! Craft-making presentations.
- **FRESH FLOWER Lei:** Flown directly from Hawaii!



Pirate Camp (For Adults!)

#730086



In this 2 hour learning-adventure camp, attendees will learn the basics of pirate culture from an authentic pirate reenactor, Captain Parrot Jack. Class includes an overview of 18th century pirate history covering such topics as pirate clothing, pirate customs, pirate pets including live interactions with Captain Parrot Jack's vibrantly exotic parrots, and pirate weaponry-- each attendee will learn pirate sword fighting/fencing technique with rubber stunt swords and choreographed technique with metal stunt swords just like the type used in the *Pirates of the Caribbean* movies! And if you play like a good pirate, Captain Parrot Jack might even let you try out his genuinely-crafted Pirates of the Caribbean stunt sword made by master blacksmith, Tony Swatton of Sword & Stone! No costume required. Wear comfortable clothing and shoes.

Instructor **Parrot Jack** is a popular west coast event entertainer that performs as a pirate accompanied by his friendly parrots, the parrots of the Caribbean. He operates *Pirates for Parties* which is a national talent and event Production Company that provides pirate entertainers, parrots and parrot shows, exotic animals to parties, events and film productions in Southern California and throughout the United States.

Sunday, 1:00 pm - 3:00 pm; 1 session
on January 27, 2013

Tuition: **\$39.00**
Instructor: **Captain Parrot Jack**
Location: **El Camino College,
North Field**



Ten Years After Special Event Series Led by John Powers

El Camino College Community Education invites you to participate in an exciting new series designed for you to gain insights into today's headline-grabbing events by looking back to our recent past. Ten Years After will examine, through text, video imagery, and discussion, several major events from the year 2003. Whether you think you know everything about these subjects or are still trying to figure them out, this course will shed light on what was known at the time and what we since have learned. The aim of the series is to benefit from an objective distance to help us make sound judgments about current major events in science, politics, and world affairs.



Space Shuttle Columbia Disaster

Thursday, Feb 7, 2013 6:30pm-7:30pm

Doors open at 6:00pm. Light refreshments served.

Location: Haag Recital Hall

Fee: \$12 per event/or \$39 for 4-pt series.

Limited seats, pre-registration required.



Invasion of Iraq

Thursday, Mar 7, 2013 6:30pm-7:30pm

Doors open at 6:00pm. Light refreshments served.

Location: Haag Recital Hall

Fee: \$12 per event/or \$39 for 4-pt series.

Limited seats, pre-registration required.



Completion of the Human Genome Project

Thursday, Apr 4, 2013 6:30pm-7:30pm

Doors open at 6:00pm. Light refreshments served.

Location: Haag Recital Hall

Fee: \$12 per event/or \$39 for 4-pt series.

Limited seats, pre-registration required.



California Gubernatorial Recall and Election

Thursday, May 2, 2013 6:30pm-7:30pm

Doors open at 6:00pm. Light refreshments served.

Location: Haag Recital Hall

Fee: \$12 per event/or \$39 for 4-pt series.

Limited seats, pre-registration required.

This series will be led by **John Powers** joined by participants who have direct involvement with or special insight into each of these events to bring out key insights. Historic video imagery will provoke our memories as well as provide perspective on how the events were first evaluated. Ample time will allow students to share their own recollections with the participants.

John Powers is a writer and director known to the community through the Works in Progress theater series.



Saturday,
March 2,
2013

California Science Center's Space Shuttle Endeavour Exhibit & IMAX Hubble 3D Film

Saturday, March 2, 2013

9:30am-2:30pm

\$55 Limited seats, pre-registration required: Call 310-660-6460



- Transportation via chartered van.

- Guided Endeavour exhibit tour

- IMAX movie ticket and movie concessions--16oz fountain drink along with choice of Popcorn or Candy item



- Special guest on our ride/tour includes John Powers, **TEN YEARS AFTER** (See page 6) Presenter/Producer

Samuel Oschin Space Shuttle Endeavour Display Pavilion

Along with the orbiter, the pavilion will feature video experiences and significant artifacts such as the Spacelab flown in Endeavour's payload bay on shuttle mission STS-118. Also presented: *Endeavour: The California Story*, a companion exhibit featuring images and artifacts that relate the shuttle program to California, where the orbiters were built. The California Story gallery will also feature components that flew into space with Endeavour.



IMAX Film Hubble 3D

Enjoy the California Science Center's seven story IMAX screen—the largest in Los Angeles. Experience the gripping story - full of hope, crushing disappointment, dazzling ingenuity, bravery, and triumph – in Hubble 3D. Through the power of IMAX® 3D, Hubble 3D will enable movie-goers to journey through distant galaxies to explore the grandeur and mysteries of our celestial surroundings, and accompany space-walking astronauts as they attempt the most difficult and important tasks in NASA's history. The film will offer an inspiring and unique look into the Hubble Space Telescope's legacy and highlight its profound impact on the way we view the universe and ourselves.

- **No-host lunch.** There are several places to enjoy lunch including the Rose Garden Cafe, a cafeteria-style eatery, McDonald's and Taco Bell Express.

Gourmet Educational Experience



Olive Oil Private Tasting Excursion Ferrari Olive Oil Co. #2990008

Saturday, January 12, 2013
9:00AM-1:00PM
\$55
Limited Seating, pre-registration required.
To register, call: 310-660-6460

If you're looking for something fun to do with the girls or guys, or just want to try something new, register for this exclusive El Camino College tasting excursion to Ferrari Olive Oil Company!

Let your inner chef come out as Ferrari Olive Oil's experienced Chefs show you different tricks and recipes to try at home with olive oil, balsamic vinegar and other gourmet products.

Learn about the history and wonderful health benefits of Olive Oil and Balsamic Vinegar. Taste the difference between Extra Virgin Olive Oil versus other Olive Oils. What does first press mean? Combine an Olive Oil & Balsamic Vinegar together to make your own salad dressings! Truffles with Balsamic Vinegar??? Yum!!!

Plenty To Taste & Experience:
Appetizer-food pairing tastings including balsamic vinegars, jams, compotes, sugars, salts, sandwiches, cheeses, and honey, accompanied by non-alcoholic beverages.



Transportation:
via chartered van

Discount: 10% off
all Oils and Vinegar
bottle purchased

**Great
holiday gift
for Foodies!
Gift
Certificates
Available**



ARTS & HOBBIES

CRAFTS

**Great
gift idea!**



Hand Made Herbal Soap Making #119715

As with many things, natural and herbal is preferred. Join this class to learn how to make herbal soaps at home. Herbal soaps are those mixed with natural ingredients, such as, juice, extract, or even chopped herbal leaves. While the steps to make herbal soap is similar to that of general soap making, the tricky part is choosing the right ingredients. **Note:** Some herbs may irritate sensitive skin. \$30 materials fee payable in class.

Saturday, 9:00 am - 12:00 pm; 1 session on February 23, 2013

Saturday, 9:00 am - 12:00 pm; 1 session on April 27, 2013

Tuition: \$45.00
Instructor: Quayum Abdul
Location: El Camino College
Materials Cost: \$30.00

CULINARY

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. Real cakes and icing will be provided and used at each class. You will complete a shaped cake during the last class. **[ATTENTION! PRE-Enrollment required for this class! No enrollments at bakery.]**



DO NOT CONTACT bakery.
Call 310-660-6460 to enroll.]

Instructor Kirk Rossberg is the owner of Torrance Bakery. He has been in the bakery business for more than 30 years. Kirk and Torrance Bakery have won numerous awards including National Retail Bakery of the year in 2007.

Tuesday 5:30 pm - 7:30 pm;
5 sessions starting January 15, 2013,
ending February 12, 2013

Tuition: \$175.00
Instructor: Kirk Rossberg
Location: Torrance Bakery of Gardena
Materials Cost: \$25.00

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 at the first class.

Saturday 3:00 pm - 4:00 pm; 8 sessions starting January 26, 2013, ending March 23, 2013 (No class on Feb 16)

Saturday 3:00 pm - 4:00 pm; 8 sessions starting April 6, 2013, ending May 25, 2013

Tuition: \$75.00
Instructor: Regine Costello
Location: El Camino College
Materials Cost: \$45.00

More dance classes continued...

Bollywood Dance Fitness

#140006



Spice up your workout and boogie to the Bollywood beat! Films like *Slum Dog Millionaire* and TV shows like *So You Think You Can Dance?* have

inspired a craze for the fun dance genre called Bollywood. Bollywood dancing is the popular name used for modern Indian dancing that incorporates both classical and folk-style dances of India with Western styles of dance. The class begins with a sultry warm-up to get you in the mood to groove Bollywood-style. Next, students break out in shimmies and bops, moving to the beat just like a Bollywood beauty. This class is fun for everyone! All levels welcome.

Saturday 1:30 pm - 2:30 pm; 8 sessions starting January 26, 2013, ending March 23, 2013 (No class on Feb 16)

Saturday 1:30 pm - 2:30 pm; 8 sessions starting April 6, 2013, ending May 25, 2013

Tuition: **\$75.00**
Instructor: **Regine Costello**
Location: **El Camino College**

"Instructor is well prepared!"
—Bollywood Dance Fitness Student

"Regine is a stunning spirit! She loves what she teaches!"
—Bollywood Dance Student

"Very knowledgeable and friendly!"
—Bollywood Dance Student

Dance of the Seven Veils: A Romantic Belly Dance Workshop

#140007

Valentine's Day Class

Make this Valentine's Day memorable! Present your special someone with the gift of a stunningly romantic belly dance veil performance. In this 2-day fun and flirty workshop, students will learn how to mesmerize their partner with tantalizing body movements and tempting poses using seven veils specially wrapped and tucked on the body and then gracefully removed and fluttered one by one. No previous dance experience required—appropriate for beginning to intermediate students. Students will learn techniques for developing dance movements that are flattering for all body types. Tips for costuming ideas also provided. Please bring seven pieces of sheer fabric in various sizes or students may purchase the seven pieces directly from the instructor for \$45—Please call 310-660-6460 to pre-order your seven veils.

Sunday 10:00 am - 12:00 pm; 2 sessions starting January 27, 2013, ending February 3, 2013

Tuition: **\$69.00**
Instructor: **Regine Costello**
Location: **El Camino College**
Materials Cost: **\$45.00**

*Instructor **Regine Costello** (pictured below) 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.*



MUSIC

Drums "R" Fun #120024

Learn basic drumming techniques from the South Bay's most experienced drum teacher! Instruction includes proper grip positions, wrist development, hand & foot coordination, sight reading, rudiments & drum-set techniques. Students will have an opportunity to play on a drum set. Materials

fee includes sticks and sheet music. Practice pads are optional. Instructor **Lenny "Gee" Giachello** has been playing drums professionally for 38 years and teaching for 29 years. He has studied with six of the greatest drummers/teachers in the country. For more information on Lenny "Gee" visit lennygdrumville.com.

Sunday 2:00 pm - 3:00 pm; 8 sessions starting January 13, 2013, ending March 3, 2013

Tuition: **\$99.00**
Instructor: **Lenny "G" Giachello**

VISUAL ARTS



LEARN AND DINE SERIES @ TONY ROMA'S

24301 Crenshaw Blvd., Torrance

TONY ROMA'S
RIBS • SEAFOOD • STEAKS

PAINT AND DINE! One Stroke Painting

#109008

In this 3 week Paint and Dine course you will learn the popular painting technique that shades, highlights and blends all in stroke of the brush-- while enjoying Tony Roma's delicious appetizers along with endless soft drinks of your choice.* 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 all ages. *All items on the Tony Roma's menu will also be available for purchase.

NEW!

Instructor **April Numamoto** has been a certified One Stroke instructor since 1997 and is one of three Master Elite One Stroke Directors in the country. She also teaches at national painting conventions and has had her artwork featured in several publications.

Monday 12:00 pm - 2:00 pm; 3 sessions starting January 28, 2013, ending February 11, 2013

Friday 6:30 pm - 8:30 pm; 3 sessions starting February 1, 2013, ending February 22, 2013 (No class on Feb 8)

Tuition: **\$46.00**
Instructor: **April Numamoto**
Location: **Tony Roma's Restaurant**
Materials Cost: **\$24.00**



Great gift idea!

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 January 27, 2013

Sunday, 10:00 am - 5:00 pm; 1 session on February 24, 2013

Sunday, 10:00 am - 5:00 pm; 1 session on March 31, 2013

Sunday, 10:00 am - 5:00 pm; 1 session on April 28, 2013

Sunday, 10:00 am - 5:00 pm; 1 session on May 26, 2013

Tuition: **\$20.00**

Instructor: **Michael Van Overbeck**
Location: **Art & Behavioral Sciences Room 205, 209**

Materials Cost: **\$5.00**

Secrets of Digital Photography

#109007

Explore the world of digital photography! This course provides an introduction to digital photography along with hands-on activities utilizing the beautiful El Camino College campus as your photography canvas. Whether you're new to photography or a longtime professional making the change to the digital world, this class will provide an introduction to new opportunities. Bring your digital camera to class and instructor Morrison will show you how to optimally use your equipment.

Instructor Douglas Morrison spent over five years as a Navy photographer, operated his own wedding photography business,

and is currently working as a photographer for the Los Angeles County Fire Department.

Saturday, 9:00 am - 12:00 pm; 1 session starting January 26, 2013, ending January 26, 2013

Saturday, 9:00 am - 12:00 pm; 1 session starting April 13, 2013, ending April 13, 2013

Tuition: **\$35.00**

Instructor: **Douglas Morrison**
Location: **El Camino College**

PERSONAL INTEREST

HEALTH & WELL-BEING

Stress Reduction & Relaxation Techniques through Self-Hypnosis

#800069

Stress, real or imaginary can cause anxiety and panic, chronic pain and illness, anger, sleep disturbances, fatigue, high blood pressure, headaches, eating disorder, hair loss and more. This workshop is designed to fit the lifestyle needs of the 21st century in which living without stress is impossible. You'll learn self-hypnosis and other relaxation techniques for managing daily stressful situations. Whether you are working on the job or at home, the techniques you learn will enhance your relationships and improve your health physically, mentally, spiritually, and financially.

Instructor Jethro Carter, C.C.Ht., is a Certified Clinical Hypnotherapist and Certified Master Hypnotist. Jethro has over ten years helping clients lose weight, gain self-confidence, and stop smoking. Jethro has presented his self-improvement programs to medical universities, hospital, and private facilities with successful results.

Wednesday, 7:00 pm - 9:30 pm; 1 session on January 9, 2013

Tuition: **\$49.00**

Instructor: **Jethro Carter**
Location: **El Camino College**
Materials Cost: **\$15.00**



Synchronized Swimming with the Aqualillies

#800097

Beginner Level (Ages 14+*)

If you love being in the water, this is a fun way to get in shape! Marie Claire calls Aqualillies' synchronized swimming classes "the new L.A fitness trend that's obsessing Hollywood". And Daily Candy says they're "a stroke of genius". So sign up to make your own splash and learn the fundamentals of this graceful sport. Over the course of six 75-minute sessions, Aqualillies' trained instructors will teach you sculling techniques, layouts, torpedoes, ballet legs and more, then you'll set your new skills to music with a simple and graceful routine put together on the last class meeting. Classes are a great way to stay in shape and make friends in a supportive environment.
Required skills: basic swimming /

treading water. *Release & Medical Consent form completed by parent or guardian required for all students under 18 years of age.

Saturday 12:15 pm - 1:30 pm; 6 sessions starting January 12, 2013, ending February 23, 2013 (No class on Feb. 16)

Saturday 12:15 pm - 1:30 pm; 6 sessions starting March 2, 2013, ending April 6, 2013

Tuition: **\$160.00**

Instructor: **Aqualillies water-ballet company**
Location: **The swimming pool at El Camino College**

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

In today's society, obesity at any level is a handicap. It undermines confidence, reduces your chances for career advancement and puts unnecessary strain on your body. 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.

Instructor Jethro Carter, C.C.Ht., is a Certified Clinical Hypnotherapist and Certified Master Hypnotist. Jethro has over ten years helping clients lose weight, gain self-confidence,

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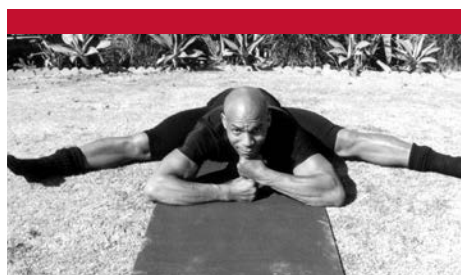
Think Healthy, Be Thin, Stay Thin through Self-Hypnosis continued... and stop smoking. Jethro has presented his self-improvement programs to medical universities, hospital, and private facilities with successful results.

Wednesday, 7:00 pm - 9:30 pm; 1 session on March 13, 2013

Tuition: **\$49.00**
Instructor: **Jethro Carter**
Location: **El Camino College**
Materials Cost: **\$15.00**

Weight Training & Stretching (Beginning)

#800083



In this four week course, you will learn the proper way to stretch and tone your muscles through combined weight training and stretching exercises. Students will be presented with an introductory knowledge of weight training and stretching including safety, history, proper hand grip and feet positioning, breathing techniques, correct posture, food grouping/nutritional tips, and muscle anatomy. Suitable for all ages (18 to seniors). Recommended attire/equipment: Exercise pants, a T-shirt, athletic shoes and a small hand-towel because you are going to sweat a lot!

*Instructor **Jeff Henry** (pictured above) is a Certified Fitness Trainer of the International Sports Sciences Association with over 4 years experience teaching weight training to high school and college students. 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 10:00 am - 11:00 am; 4 sessions starting January 12, 2013, ending February 9, 2013 (No class on Jan. 19)

Saturday 10:00 am - 11:00 am; 4 sessions starting February 16, 2013, ending March 9, 2013

Saturday 10:00 am - 11:00 am; 4 sessions starting March 16, 2013, ending April 13, 2013 (No class on Mar. 30)

Saturday 10:00 am - 11:00 am; 4 sessions starting April 20, 2013, ending May 11, 2013

Saturday 10:00 am - 11:00 am; 4 sessions starting May 18, 2013, ending June 15, 2013 (No class on May 25)

Tuition: **\$39.00**
Instructor: **Jeff Henry**
Location: **El Camino College**

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.

Saturday 10:30 am - 12:00 pm; 10 sessions starting January 5, 2013, ending March 9, 2013

Saturday 10:30 am - 12:00 pm; 10 sessions starting March 16, 2013, ending June 1, 2013 (No class on Mar. 30, May 25)

Tuition: **\$99.00**
Instructor: **Ron Berman, RYT**
Location: **El Camino College**

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.

*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 9:00 am - 10:30 am; 10 sessions starting January 5, 2013, ending March 9, 2013

Saturday 9:00 am - 10:30 am; 10 sessions starting March 16, 2013, ending June 1, 2013 (No class on Mar. 30, May 25)

Tuition: **\$99.00**
Instructor: **Ron Berman, RYT**
Location: **El Camino College**

GO GREEN!



Do-It-Yourself Solar For Homeowners

#620008

Wind energy produces electricity without emitting and pollutants at all, requires no mining or drilling, helps preserve habitat and open space. Wind energy could easily and cost effectively contribute 20% of California's electricity supply by 2020.

Currently California wind energy incentives include generous rebates for wind generator installation. When combined with Federal wind energy rebates - your home wind power installation will be approximately 60% less! For homeowners, farmers, small businesses and public facilities, wind turbine will be a smart investment that will lower monthly utility bills. At the same time it will help clean the air, slow the climate changes, and move us towards energy independence. This class is prepared for 16 hours, 4 hours each day.

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

Tuesday, Thursday 6:00 pm - 10:00 pm; 4 sessions starting April 16, 2013, ending April 25, 2013

Tuition: **\$96.00**
Instructor: **Quayum Abdul**
Location: **El Camino College**
Materials Cost: **\$40.00**




Cover Story!

Who's on our cover this month? This month's cover photo features one of the families that attended our May 12, 2012 Viva Mexico themed **Mother-Daughter Tea!** The cover photo only reveals three of the lovely ladies, see above photo for the whole family. Gorgeous! Our next Mother-Daughter Tea will be Tropical *Tiki* themed taking place on Saturday, May 11, 2013. For more information, see page 4 We hope to see you and your Mother or daughter there.

PERSONAL INTEREST

LANGUAGES

Beginning Conversational French

#1080005 (online) 

Instructor **Amy Page** has been a translator and technical writer since the early '90s. She has a Bachelor's Degree in French, and she is one of a handful people in the United States who completed a special Translation minor. Amy has written and copy edited for large companies, and she enjoys translating for a variety of customers.

Starting December 12, 2012, ending February 1, 2013 (New lessons are released Wednesdays and Fridays)


Starting January 16, 2013, ending March 8, 2013 (New lessons are released Wednesdays and Fridays)

Visit www.ECCommunityEd.com for additional classes starting after March 8, 2013.

Tuition: **\$99.00**

Instructor: **Amy Page**

Conversational Japanese

#1080008 (online) 

Starting December 12, 2012, ending February 1, 2013 (New lessons are released Wednesdays and Fridays)

Starting January 16, 2013, ending March 8, 2013 (New lessons are released Wednesdays and Fridays)

Visit www.ECCommunityEd.com for additional classes starting after March 8, 2013.

Tuition: **\$99.00**

Instructor: **Various**

Instant Italian

(online)  #1080004

Instructor **Robert Bertoldi** has been mastering Italian for the past 25 years, and teaching college-level Italian in the classroom since 1987. He holds a Master of Arts in Italian literature, and has taught the language at several universities, colleges, and private language institutions. Bertoldi's proficiency

in Italian has earned him university scholarships and a resident academic position in Italy. His enthusiastic teaching style has earned him the praise of hundreds of students, including fellow language instructors. Starting December 12, 2012, ending February 1, 2013 (New lessons are released Wednesdays and Fridays)

Starting January 16, 2013, ending March 8, 2013 (New lessons are released Wednesdays and Fridays)

Visit www.ECCommunityEd.com for additional classes starting after March 8, 2013.

Tuition: **\$99.00**

Instructor: **Robert Bertoldi**

Speed Spanish

(online) 

#1080001

Instructor **Dan Mikels** is a college instructor who has been teaching Spanish for more than 20 years. He holds a Master's degree and has authored and coauthored more than 20 educational products, including **Speed Spanish**, **Fast French**, and a variety of reading programs.

Starting December 12, 2012, ending February 1, 2013 (New lessons are released Wednesdays and Fridays)


Starting January 16, 2013, ending March 8, 2013 (New lessons are released Wednesdays and Fridays)

Visit www.ECCommunityEd.com for additional classes starting after March 8, 2013.

Tuition: **\$99.00**

Instructor: **Dan Mikels**

Speed Spanish II

(online) 

#1080002

Starting December 12, 2012, ending February 1, 2013 (New lessons are released Wednesdays and Fridays)

Starting January 16, 2013, ending March 8, 2013 (New lessons are released Wednesdays and Fridays)

Visit www.ECCommunityEd.com for additional classes starting after March 8, 2013.

Tuition: **\$99.00**

Instructor: **Dan Mikels**

MONEY MATTERS

Financial Portfolio: Building Your Financial Portfolio on \$25 a Month

#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) \$15 materials fee is optional.

Instructors **Bobbie and Eric Christensen**, California writers/speakers, are nationally known financial experts who have appeared on PBS' *Smart Money*, *Today*, etc. They are retired bankers and are 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 Investments"* as well as eight other books. They present this seminar and others nationwide. ELPBooks@aol.com

Friday, 6:00 pm - 9:00 pm; 1 session on February 22, 2013

Tuition: **\$39.00**

Instructor: **Roberta Christensen**

Location: **El Camino College**

Materials Cost: **\$15.00**

"So good I would take this class again!"
—Financial Portfolio Student

Retirement Planning Today #810072



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

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

Saturday 9:00 am - 12:00 pm; 2 sessions starting March 16, 2013, ending March 23, 2013

Tuesday 6:30 pm - 9:30 pm; 2 sessions starting March 19, 2013, ending March 26, 2013

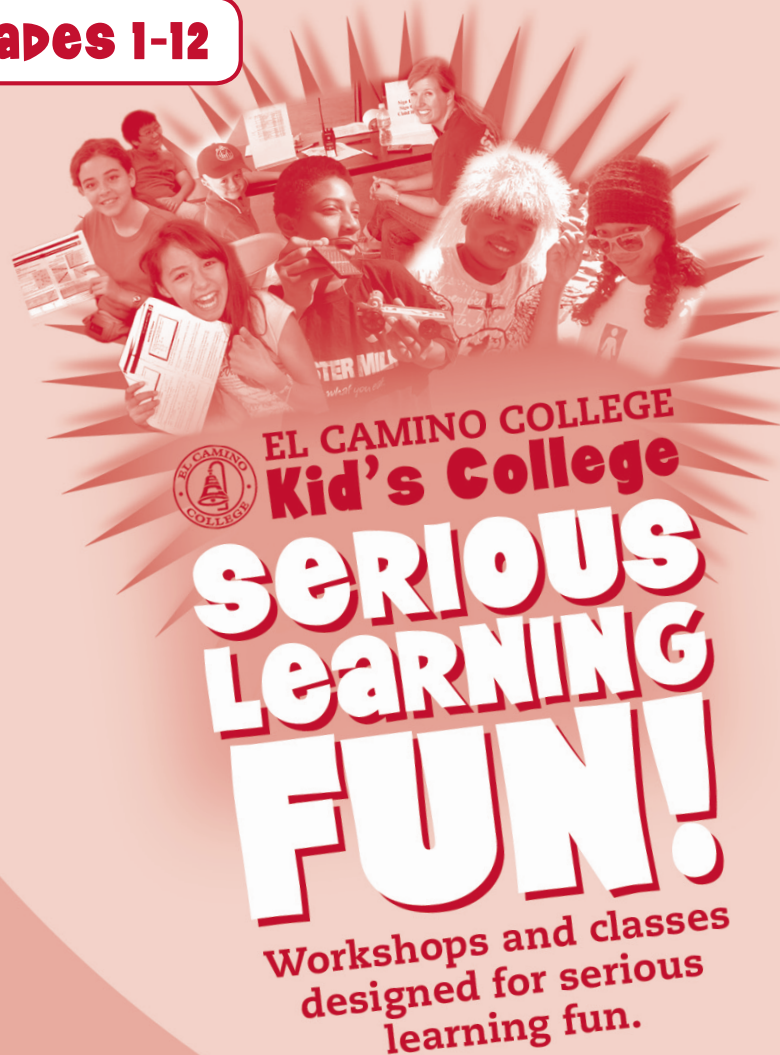
Tuition: **\$43.00**

Instructor: **Larry Takahashi**

Location: **El Camino College**

Materials Cost: **\$20.00**

"Well organized, instructor was interesting and well informed."
—Retirement Planning Student



Reading * Math * Fun & Enrichment

EL CAMINO COLLEGE
Kid's College
**SERIOUS
SUMMER
FUN!**
July 8-August 16, 2013

**SAVE the DATES!**

El Camino College
Summer 2013
Kid's College program
starts July 8, 2013!

Grades 1-12

3 two-week sessions:
July 8 – Aug. 16, 2013

Registration begins
April 1st!

Science * Sports * Music

310-660-6460 * www.ECCommunityEd.com**COLLEGE
APPLICATION ESSAYS:****Ace the SAT Essay**

#435009

Do you need more preparation for the writing section of the SAT exam? Does planning and writing a complete essay in 25 minutes sound intimidating? Then, this class is for you! You'll analyze multiple sample essays to learn what works and review common errors to learn what does not. You'll learn to write the types of essays that earn top scores! Expect to practice with numerous prompts and receive immediate and individualized instructor feedback.

Saturday 1:00 pm - 3:00 pm; 4
sessions starting April 27, 2013,
ending May 18, 2013

Tuition: **\$133.00**Instructor: **Robin Arehart**Location: **El Camino College**

*Instructor **Robin Arehart** taught high school English for eleven years. She was an English Department Chair in Glendale Unified and was an Educator of the Year Nominee for California League of High School's Region 8. Mrs. Arehart has a master's degree in teaching from Brown University and has been an alumnae interviewer for both Brown and Swarthmore College. She is currently a writer and private tutor in Torrance.*

"The instructor was very experienced and gave me expert analysis."

–College Application
Essay Student

"She [Robin Arehart] knew how to teach well."

–College Application
Essay Student

"The one on one was great; I truly feel confident about passing the essay."

–College Application
Essay Student

**SAT Boot Camp
(Grades 10-12) #400023**

A strong performance on the S.A.T. can make the difference in your ability to be admitted to, and/or receive financial aid from 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.

*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 Walteria elementary schools. She has been teaching the SAT BootCamp class*

Continues on next page...

SAT Boot Camp continued...

with El Camino College Community Education department for more than 3 years.

Saturday 8:30 a.m. - 11:30 am; 8 sessions starting February 2, 2013, ending March 23, 2013

Tuition: **\$359.00**

Instructor: **Diane Serradell**

Location: **El Camino College**

Mock Exam Dates:

Conquer test anxiety! Your S.A.T. Boot Camp tuition includes the optional (but highly recommended) 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. Call (310) 660-6460 to register to take the mock exams. Only students who have registered and paid for the S.A.T. boot camp are eligible to take the S.A.T. mock exam(s).

S.A.T. Boot Camp -- Mock-Exam #400028

Saturday, 7:30 am - 12:00 pm;
1 session on January 12, 2013

Saturday, 7:30 am - 12:00 pm;
1 session on April 6, 2013

Academic Chess: All Levels #460121



Checkmate! This course is designed for children ages 5-13 years and for all different levels of chess experience. Each child will receive a different lesson

each week according to his or her level of chess expertise. The course will be taught in a fun, but

educational manner. A chess set and worksheets are included. Join us in this dynamic class!

Please read: Ages 5 - 13

Academic Chess Instructors are experienced, caring professionals who teach in the local school districts.

Saturday 10:00 - 11:00 am; 8 sessions starting February 23, 2013, ending April 20, 2013 (No class on Mar. 30)

Tuition: **\$79.00**

Instructor: **Academic Chess**

Location: **El Camino College**



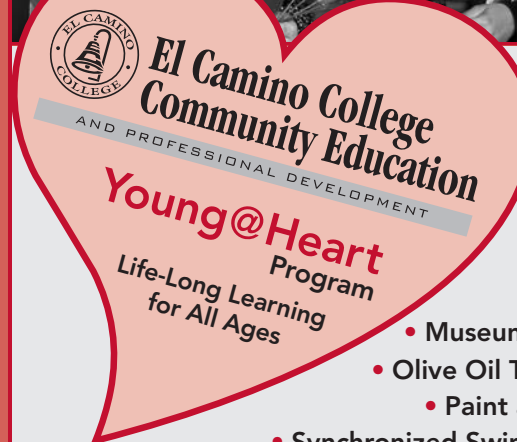
South Bay Children's Choir

The South Bay Children's Choir is a highly regarded choral organization guided by artistic director Diane Simons and taught by an excellent experienced staff of conductors who are effective at awakening the artistry within each child. The Saturday morning program offers comprehensive music education beginning with a First Steps program for ages 6-7, followed by a sequential series of choir classes and culminating in Concert Choir and Bel Canto at the high school level. This year they will introduce a newly formed SBCC Boys Chorus as well. The singers perform widely throughout the Los Angeles area, and there are additional optional travel opportunities to travel as a performing choir. Summer 2013 will offer the opportunity for a tour to England, including performing in the Canterbury Cathedral.

Partial scholarships may be available for singers who have been in the choir for at least one semester.

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

YOUNG @ HEART

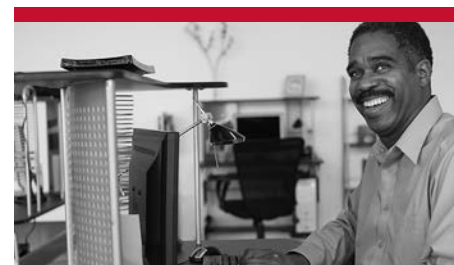


In its commitment to lifelong learning, the El Camino College Community Education Department offers classes that target the needs and interests of adults of all ages. The following selection of classes highlight some of the classes designed expressly for plus 50 adults.

- Museum Excursion pg 7
- History Series pg 6
- Olive Oil Tasting pg 8
- Mother-Daughter Tea pg 4
- Paint and Dine! pg 11
- Belly Dance pg 9
- Synchronized Swimming pg 13
- Digital Photography pg 12

Computer Basics Boot Camp for Older Adults

#8890001



Just three meetings you will absorb ALL the basics, including using Microsoft Windows and Word, saving files, sending email, surfing the Internet, downloading, and more! Come join the fun with an instructor known for his plain explanations and patience. Receive a Certificate of Completion to show your doubting relatives (100% attendance required). We assume you have used the Internet a little bit . . . if not, call the instructor, or take our Computer Basics for Technophobes class first. \$3.00 materials fee includes Certificate of Completion and a 58-page handbook.

Saturday 9:00 am - 12:00 pm; 3 sessions starting January 12, 2013, ending January 26, 2013

Saturday 9:00 am - 12:00 pm; 3 sessions starting March 9, 2013, ending March 23, 2013

Saturday 9:00 am - 12:00 pm; 3 sessions starting May 4, 2013, ending May 18, 2013

Tuition: **\$49.00**

Instructor: **Dale Fedderson**

Location: **El Camino College**

Materials Cost: **\$3.00**

Computer Basics for Technophobes! (a slower, simpler version of Boot Camp) #8890009

Here's a Computer Basics class DESIGNED for those who never used a computer, or who found there was "too much information!" in their last attempt. We cover the fundamentals (Internet, email, Facebook, and more) in a new way, with the pace set by YOUR questions, so we match YOUR learning style, or even your ESL background. Most importantly, you learn only what you NEED to know to get on the Internet! Want more info?—call the instructor! 10 students max.

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting January 14, 2013, ending January 18, 2013

YOUNG @ HEART

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting March 11, 2013, ending March 15, 2013

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting May 6, 2013, ending May 10, 2013

Tuition: **\$49.00**

Instructor: **Dale Feddersen**

Location: **El Camino College**

Materials Cost: **\$3.00**

Social Networking

#8890012



This one-day class will get you up to speed on using Facebook, Google+, Twitter, and many other social networking websites and services

(Flickr, Skype, Pinterest, eBay, chat, video chat, etc.). How to protect your privacy, while getting connected with family and friends around the world! Etiquette, and funny horror stories! You must have an email address—so bring your password and (optional) cellphone.

Saturday, 1:00 pm - 4:00 pm; 1 session on January 26, 2013

Saturday, 1:00 pm - 4:00 pm; 1 session on March 23, 2013

Saturday, 1:00 pm - 4:00 pm; 1 session on May 18, 2013

Tuition: **\$29.00**

Instructor: **Dale Feddersen**

Location: **El Camino College**

Instructor Dale Feddersen has been teaching computer skills for years, everything from how to use a mouse to how to create technical drawings, spreadsheets, and brochures. But his favorite thing is to show newcomers how to get the most from the Internet.

JOB TRAINING & PROFESSIONAL DEVELOPMENT



BUSINESS & CAREERS

Bartending the Easy Way #740048

Quick and Easy! Why pay more? This practical and effective method of instruction is sweeping the industry and updating old ways of thinking. So much more is expected of bartenders these days and this is the class that will teach you what managers want. Tools, glassware, recipes, pouring perfect shots, wine and champagne service and martinis will of course be covered, but you'll also learn about liquor, formulas for creating cocktails and for pricing, high-volume sales techniques, laws, what to put on a resume, where to look for the best jobs and how to nail the interview.

Though liquor is not used in class, you will learn how to practice making cocktails on your own and you will be provided with information to start your own bartending service. In addition to class lectures, tests and activities, you will be given an online test and homework assignments.

Instructor Kellie Nicholson has been working in restaurants, bars and nightclubs for 30 years in every type of establishment all over the

United States. Trained by the very best in the food/beverage, and hospitality businesses, including Marriott, Lettuce Entertain You, and The Levy Restaurants, her experience is unparalleled. Serving clientele like Will from the Black-Eyed Peas, David Schwimmer, Jessica Simpson and Ashton Kutcher is only a small part of her extraordinary career. In management positions, Nicholson's implementation of employee sales incentives, strict policies and procedures, and customer service training have been instrumental in the development of a loyal and dedicated staff. Her leadership and management talents are invaluable assets.

Thursday 6:00 pm - 10:00 pm; 2 sessions starting October 25, 2012, ending November 8, 2012 (No class on Nov. 1)

Monday 6:00 pm - 10:00 pm; 2 sessions starting February 11, 2013, ending February 18, 2013

Tuition: **\$99.00**

Instructor: **Kellie Nicholson**

Location: **El Camino College**

Materials Cost: **\$45.00**

HOLIDAY GIFT IDEA



Gift certificates now available!

We will mail your gift recipient a beautifully created certificate with the El Camino College emblem indicating both your name and your recipient's name.





Become a Notary Public-- Prep Class #210002

This 6-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

*Instructor **Carrie Christensen**, a Notary Public expert, has conducted these seminars for over twelve years.*

Tuesday, Thursday 5:45 pm - 9:00 pm;
2 sessions starting February 5, 2013,
ending February 7, 2013

Monday, Wednesday 5:45 pm - 9:00
pm; 2 sessions starting April 8, 2013,
ending April 10, 2013

Tuition: **\$99.00**
Instructor: **Notary Public Seminars**
Location: **El Camino College**
Materials Cost: **\$30.00**

Become a Notary Public - Renewing Notaries ONLY #210139

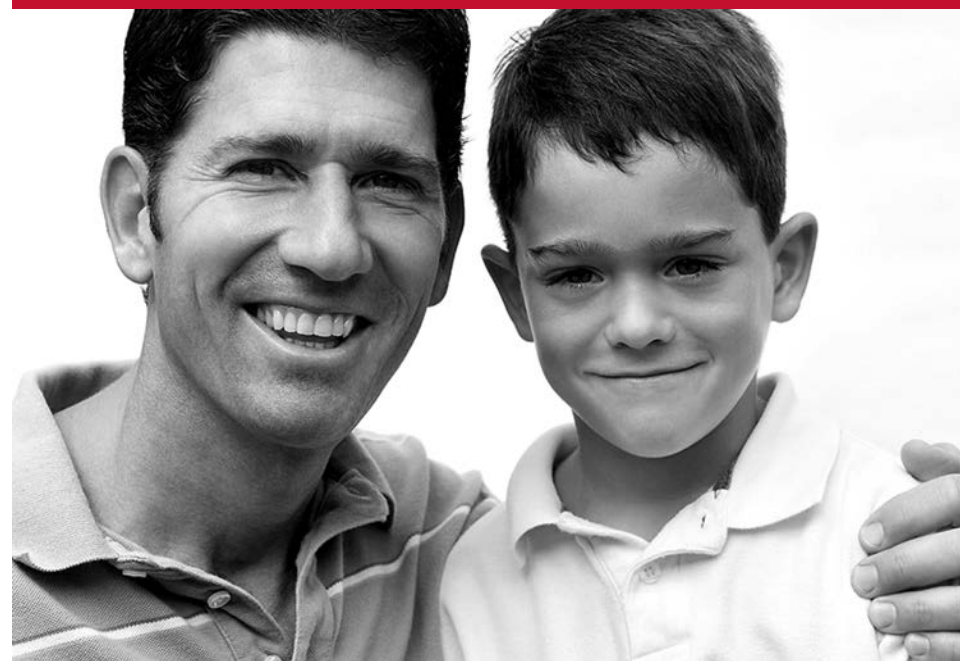
As of January 2009, renewing notaries may take a three hour approved Notary refresher course. In this three hour state required seminar you will review all laws and regulations required to know to continue as a notary. You must take the exam and be fingerprinted again.

*Instructor **Carrie Christensen**, a Notary Public expert, has conducted these seminars for over twelve years.*

Thursday, 5:45 pm - 9:00 pm; 1
session on February 7, 2013

Wednesday, 5:45 pm - 9:00 pm; 1
session on April 10, 2013

Tuition: **\$50.00**
Instructor: **Notary Public Seminars**
Location: **El Camino College**
Materials Cost: **\$30.00**



Become a Professional Child Visitation Monitor #210088

Are you looking to make extra money, and be a service for children in need? Consider being a Professional Child Visitation Monitor. The role of the Professional Child Visitation Monitor is to be a neutral party who observes behavior. In this required 8 hour training, you will be thoroughly trained to be an independent Professional Child Visitation Monitor or register with a Monitoring Agency. Your training will include dynamics of monitoring, Child abuse reporting, child development, codes and standards, observation techniques and conflict resolution. The court orders a Professional Child Visitation Monitor to accompany a minor child and their non-custodial parent, for various reasons. Your service will allow the custodial parent reassurance that the child's physical and emotional safety is being provided for. You will receive a Certificate of Completion from the Instructor.

Please read: Must be 21 years of age, and able to obtain a background check clearance and fingerprinting. \$50 material fee must be paid in cash.

*Instructor **Shirley Douglass** is a certified Supervised-Visitation Monitor who has been training professional monitors for more than eight years. Her experience includes nearly 30 years working for the Los Angeles County Court including 10 years in Family Law Courtroom.*

Saturday 10:00 am - 2:00 pm; 2
sessions starting February 2, 2013,
ending February 9, 2013

Tuition: **\$185.00**
Instructor: **Shirley Douglass**
Location: **El Camino College**
Materials Cost: **\$50.00**

"Her enthusiasm made the class interesting and enjoyable."

—Child Visitation Monitor Student

"Very knowledgeable, enthusiastic, and thorough in her approach."

—Child Visitation Monitor Student

"Excellent! Very informative. I really enjoyed this class."

—Child Visitation Monitor Student

FLORISTRY TRAINING CERTIFICATE PROGRAM

Discounted Series Cost \$499.00 / Or \$185 per class

Do you love flowers? Do people compliment you for being naturally creative? Then you should consider a career in the floral industry! This intensive 3-part program will prepare you for the ever-growing, ever-exciting field of floral design. Students will learn the professional practices, concepts, and applications



used in the floral industry by retail designers and business/shop owners to obtain the required knowledge and skills for employment in the floristry arena. Through such effective learning techniques as lecture, group discussion, role playing, demonstration, practical application (hands-on), and maintenance of a professional portfolio, students will learn essential floristry skills and knowledge.

After completing all three courses with 90% attendance (only one missed meeting allowed per course) and successful completion/passing of a comprehensive final exam, students will earn a Certificate of Completion.

Materials fee per week for fresh-cut flowers will vary from \$10 to \$25 based on seasonal market fluctuations.

Instructor Roxana Rodriguez, CFD is an award-winning floral designer with more than 20 years experience in the industry as a flower shop owner, head designer and manager. She has taught and initiated floral design programs in two states and has graduated hundreds of students who have gone on to become successful in the floral industry. She is recognized by the American Institute of Floral Designers as a Certified Floral Designer.

Floristry Training Certificate Program: Part 1

#210148

Part 1 will include the following topics:

1. The historical journey of floral design throughout the ages, as well as cultural influences that enhance and inspire the designing professional.
2. Basic principles and elements of the design process, including color theory application.
3. Tools and supplies used within the industry.
4. Identification and nomenclature of most commonly used flowers and foliage, along with a brief physiology.
5. Proper care and handling of cut flowers and foliage.
6. Construction of basic design styles and techniques.
7. Building and maintaining a professional portfolio.

Saturday 9:00 am - 12:00 pm; 8 sessions starting January 12, 2013, ending March 9, 2013 (No class on Jan. 26)

Tuition: **\$185.00**

Instructor: **Roxana Rodriguez**

Location: **El Camino College**

Materials Cost: **Varies weekly \$10-\$25.00**

Floristry Training Certificate Program: Part 2

#210149

Part 2 areas to be covered will include:

1. The significance of holiday and special occasion florals.
2. Servicing, pricing and constructing weddings, including personal flowers, bouquets and church pieces. (Also includes the proper handling of wedding consultations and how to generate more wedding business).
3. Customer relations and service, and effective telephone techniques.
4. Sympathy designs and maintaining empathy along with professionalism

Continues on next page...

FLORISTRY TRAINING CERTIFICATE PROGRAM continued

5. Construction of specialty designs using ever lasting (dried and/or "silk") flowers.

Saturday 9:00 am - 12:00 pm; 8 sessions starting April 13, 2013, ending June 8, 2013 (No class on May 25)

Tuition: **\$185.00**

Instructor: **Roxana Rodriguez**

Location: **El Camino College**

Materials Cost: **Varies weekly \$10-\$25.00**

Floristry Training Certificate Program: Part 3

#210150

Part 3 areas to be covered will include:

1. Contemporary floral designs and discovering "the artist within."
2. Understanding wire services and proper order taking.
3. The effective and efficient way to make flora deliveries.
4. Dealing with commercial accounts

in a conscientious and professional manner.

5. Understanding the floral industry.

6. The professional retail work environment and how to "sell" your trust to the employer and the customer.

7. The completed professional portfolio: a sure ticket to employment.

Saturday 9:00 am - 12:00 pm; 8 sessions starting June 15, 2013, ending August 17, 2013 (No class on Jun. 29, Jul. 6)

Tuition: **\$185.00**

Instructor: **Roxana Rodriguez**

Location: **El Camino College**

Materials Cost: **Varies weekly \$10-\$25.00**

***Please note:** If you would like a beautifully created Certificate of Completion with the El Camino College emblem and your name indicated, after successful completion of this course, mail in or phone in your request to the Community education Office along with \$5 per certificate.

Introduction to Voiceovers

#210146



This fun and empowering 2 hour introductory workshop covers the different types of voiceovers and what tools are needed to find success. You'll be coached as you read a script, and be recorded so you can receive a professional voiceover evaluation later. You'll have the knowledge necessary to help you decide if this is something you'd like to pursue. Taught by a professional voice actor from the Voice Acting

Training Company, Voices For All. Please read: Ages 18 and over This class is taught by a professional voice actor from the voice acting training company, Voices For All. The Voices For All Voice Coach/ Producer/Instructors have many years experience in the voice over industry, and are the masters at teaching all of the information pertinent to making it in Voice Acting. These instructors not only deliver the highest quality education and coaching to their students, but their unique enthusiasm and expertise bring an element of fun and excitement to the classroom as well.

Tuesday, 7:00 pm - 9:00 pm; 1 session on February 26, 2013

Monday, 7:00 pm - 9:00 pm; 1 session on May 6, 2013

Tuition: **\$54.00**

Instructor: **Voices For All**

Location: **El Camino College**

Make-Up Artist 101 Certificate Seminar #300116



Are you a cosmetologist who wants to offer more to your customers? Or do you just love make-up and want to know everything there is to know about applying beautiful make-up? Then, this class is for you! Jenesie will teach you the step-by-step stages of make-up application: 1) Skin care and prep --why and how it affects your make-up applications. 2) Foundations--how to pick out the correct color and coverage for each application. 3) Brushes--the functions for each shape and style. 4) Eye shadows--color techniques. 5) Basic everyday looks and the smokey looks. 6) Wedding application including prep for lighting and camera work. 7) Music-video applications 8) How to apply false lashes. This class will teach you the most valuable and essential make-up artist skills. Upon completion, students will be eligible to receive a Certificate of

Completion.* Materials fee covers products to be used during hands-on class work including brushes, shadow palette, blush, sponges and usage of the instructor's complete kit. **Note:** Please bring a bottle of oil-based make-up remover (i.e. Almay), a pack of face wipes (i.e. Ponds) and one fashion or tabloid magazine.

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

*Instructor **Jenesie 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 April 6, 2013,
ending April 7, 2013

Tuition: **\$350.00**

Instructor: **Jenesie Tyler**

Location: **El Camino College**

Materials Cost: **\$25.00**



Become an Effective Public Speaker #300141

Learn how to speak in public with confidence. Overcome anxiety and master the basics of delivering a great speech in front of an audience of any size. Develop skills that will help you to become more engaging by discovering how your body language and word choice translate to others. Apply techniques that will make you a capable and compelling speaker. Whether you are a professional who has to give a 30 minute presentation or someone who just wants to be able to stand and speak in front of an audience for five minutes, this is your class.

*Instructor **Bernard Pendergrass** is the former Assistant Program Director of KABC TalkRadio in Los Angeles. In 2010 while working for the U.S. Census Bureau, he developed and facilitated public presentation training for the Southern California Census staff. He is also a member of the Speakers Bureau for the Southland Chapter of the Alzheimer's Association in California.*

Thursday 6:00 pm - 8:00 pm; 3
sessions starting January 24, 2013,
ending February 7, 2013

Thursday 6:00 pm - 8:00 pm; 3
sessions starting March 14, 2013,
ending March 28, 2013

Tuition: **\$99.00**

Instructor: **Bernard Pendergrass**

Location: **El Camino College**

Child Care Health & Safety Training: For Child-Care Workers and Foster Parents #300121

This one day Emergency Medical Service Authority of California (EMSA) approved program designed for daycare providers, preschool teachers, foster parents and educators working with children will earn you the state-required certificate of completion and bloodborne pathogen card. This comprehensive interactive class will teach you everything you need to know about health and safety for children: Topics will include the latest on Sudden Infant Death Syndrome (SIDS) prevention, fall prevention, types of food to avoid for young toddlers and infants, the latest on Thimersol (mercury-base preservative placed in immunization shots), how to aid choking infants and toddlers, earthquake and disaster preparedness, recognizing childhood diseases and illness and sanitizing techniques. The \$25 materials fee (cash only) includes a Health and Safety workbook, Bloodborne Pathogen booklet, wall certificate and bloodborne pathogen card. The bloodborne pathogen card is good for one year.

*Instructor **Paulette Young** has been teaching child health and safety classes for 15 years. Ms. Young has been approved by the Emergency Medical Service Authority (EMSA) of California to train child-care workers in Health and Safety for the Child-care setting.*

Friday, 9:00 am - 5:00 pm; 1 session
on January 25, 2013

Saturday, 9:00 am - 5:00 pm; 1
session on February 23, 2013

Saturday, 9:00 am - 5:00 pm; 1
session on March 23, 2013

Tuition: **\$49.00**

Instructor: **Paulette Young**

Location: **El Camino College**

Materials Cost: **\$25.00**

Learn the Secrets to Entrepreneurial Success!

Entrepreneurs in the know use the services of the Small Business Development Center (SBDC). That's because independent studies show that SBDC clients outperform non-SBDC clients in sales, profits and the ability to create jobs.

Best of all, most of our services are available at no cost. We can help start-ups and businesses up to \$6 million in annual sales depending on the industry.

Contact the SBDC today to learn more about the secrets of entrepreneurial success!



Small Business Development Center
13430 Hawthorne Blvd.
Hawthorne, CA 90250
310.973.3177 www.southbaysbdc.org

Food Manager Certification

#300123



El Camino College Community Education is proud to announce that the County of Los Angeles Public Health Department has approved El Camino College as a provider of training and certification for our new Certified Food Handler program.

Attention food-handler workers! This one day class prepares you to take the examination needed to certify or recertify you as a licensed food handler. The Certified Food Handler/Manger requirement is mandated by California State law for all retail food operations (restaurants, cafes, markets, mobile carts, etc.), and is enforced by local health departments. This program (course, instructor, proctor, etc.) is on Los Angeles County Health Department's list of approved trainers and certification providers. The exam/certification for this course is listed and accepted by all health departments in California. Important: Pre-registration required! Walk-in registration is not available for this class.

Exam/Materials Fee: Students who wish to sit for the exam during the last two hours of class will be required to use their credit card to make an online payment of \$30 to the certifying third party organization.

Pre-class preparation: Students are expected to familiarize themselves with food-safety concepts prior to

attending class. Numerous sources of food-handler information are available to help you prepare for the exam. Students may also purchase a study guide developed specifically for this class directly from instructor Gevork Kazanchyan. This is available for immediate printing/download (purchased for \$15) via request through the instructor. Email the instructor requesting the access link at gev.kaz@gmail.com. All other matters should be directed to the Community Education office.

*Instructor **Gevork Kazanchyan** was a Los Angeles County Public Health Officer for 7 years and is a Professor of Food Safety and Sanitation at College of the Canyons where he directs their Food Handler Certification program. Gev lectures for both their Community Education Program and Culinary Arts Department, and is also a Professor of Environmental Health at California State University Northridge. He is a Registered Environmental Health Specialist with the California Department of Public Health and a Certified Professional in Food Safety with the National Environmental Health Association.*

Saturday, 8:00 am - 5:00 pm; 1 session on February 23, 2013

Saturday, 8:00 am - 5:00 pm; 1 session on April 20, 2013

Tuition: **\$89.00**

Instructor: **Gevork Kazanchyan**

Location: **El Camino College**

Materials Cost: **\$30.00**

MEDICAL CAREERS



Veterinary Assistant Training Program FREE Information Session

Thursday, 5:30 pm - 6:30 pm;
February 21, 2013

Veterinary Assistant Training Program #210154

As a Veterinary Assistant, you will help the Veterinarian or the Veterinarian Technician in their daily tasks. You will feed, water, and examine pets for signs of illness, disease, or injury; and clean and disinfect cages and work areas, as well as sterilize laboratory and surgical equipment in laboratories, animal hospitals and clinics. This course combines 35-hours of classroom instruction with a 24-hour externship to provide you with a complete learning experience (59 total hours). Upon successful completion, graduates will receive a certificate of completion. Course fee

includes books, consumable supplies, externship, and course completion certificate. For more information, visit: www.adultedreg.com/elcamino

Saturday 9:00 am - 4:30 pm; 5 sessions starting March 2, 2013, ending April 6, 2013 (No class on Mar. 30)

Saturday 9:00 am - 4:30 pm; 5 sessions starting April 27, 2013, ending June 1, 2013 (No class on May 25)

Tuition: **\$1,099.00**

Instructor: **Lilliana Balam**

Location: **El Camino**

Used Vehicle Dealer Certification—Start an Auto Wholesale Business! #210153

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

Please read: Material fee includes books and study-prep materials.

Wednesday, Thursday 6:30 pm - 9:30 pm; 2 sessions starting January 16, 2013, ending January 17, 2013

Tuition: **\$89.00**

Instructor: **Ronald Wayne Williams**

Location: **El Camino College**

Materials Cost: **\$15.00**



Pharmacy Technician Training Program #210110

Pharmacy Technician jobs are one of the fastest growing occupations! 32% growth expected between now and 2016.

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. For detailed information including financial options, course resources & prescreening preparation visit: www.adultedreg.com/elcamino

New! Daytime class! Monday, Tuesday, Wednesday 2:00 pm - 5:00 pm; 49 sessions starting March 4, 2013, ending June 25, 2013 (No class on May 27)

Evening Class! Monday, Wednesday 6:00 pm - 8:30 pm; 59 sessions starting March 4, 2013, ending September 30, 2013 (No class on May 27, Sep 2)

Tuition: **\$2,995.00**
Instructor: **Lina Hadar**
Location: **El Camino College**

FREE Information/Orientation Session #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 opportunities waiting for you as a Pharmacy Technician.

Thursday, 6:30 pm - 7:30 pm; 1 session starting February 21, 2013

FREE to attend, RSVP required, call 310-660-6460.



Medical Coding Certification Prep Course: AAPC Certified Professional Coder (CPC) Exam (telecourse) #234003

Prepare to become a Certified Professional Coder (CPC) through this American Academy of Professional Coders (AAPC) 10 week/40 hour course taught by a contracted AAPC instructor. There is a greater demand for coders because of the increase of medical services and the need to accurately code procedures (CPT) and diagnose (ICD9) for reimbursement. Certified coders earn more, have job security and there is an increasing number of employers that require you to be a certified coder. Would you like to have a CPC credential next to your name? Students are required to have access to email and must purchase the recommended textbooks and Medical Dictionary. Free pre-assessment phone interview with the instructor required before official enrollment in course may begin.

Pre-requisite: Successful completion of the Medical Billing & Coding Health Information Management 7-Class series or proof of equal certification or experience.

Class Schedule: EZ to schedule telecourse class times to fit your schedule! Call to schedule your 3-4 hour per week/40 hours total private instruction course. Class dates and times are scheduled to meet your needs in conjunction with the instructor's availability.

CEU credits available: This course is approved by AAPC for CEU credits.

Call to enroll: 310-660-6460

Tuition: **\$699.00**

Materials fee for text books: **\$100-\$200**

Instructor: **Debbie Smith**
Location: **Classroom from your home via toll-free call-in phone number**



CPR & FIRST AID Heartsaver--First Aid Course #150005

This American Heart Association Heartsaver First Aid course provides training in basic First Aid procedures including skills recommended by OSHA. Topics include responder safety, first aid basics, medical emergencies, injury emergencies and environmental emergencies. This course provides skills training to render aid to an adult victim in the first few critical minutes before Emergency Medical Responders arrive.

Instructors provided by **Rescue Medical Services** managed by two State of California Licensed Paramedics trained by UCLA school of Medicine as American Heart Association Instructors and whose combined Emergency Medical Services experience totals nearly 25 years. Additionally, Jeffrey Peters, the Program Director, is certified by the State of California Fire Marshals office as an Emergency Services Training Instructor and was appointed in 2011 to serve as Training Center Faculty for the American Heart Association training center.

Saturday, 9:00 am - 12:00 pm;
1 session on January 26, 2013

Saturday, 9:00 am - 12:00 pm;
1 session on March 9, 2013

Saturday, 9:00 am - 12:00 pm;
1 session on May 18, 2013

Tuition: **\$35.00**

Instructor: **Rescue Medical Services**
Location: **El Camino College**
Materials Cost: **\$30.00**

Heartsaver--CPR and AED Course #150004

This Heartsaver CPR and AED course from the American Heart Association teaches the basic technique of adult, child and infant CPR and the use of the AED (Automatic External Defibrillator). Students also learn to use barrier devices in CPR and provide rapid and effective care for the choking in

a responsive adult, child or infant victim. The course meets the requirements for many professionals and other members of the public interested in learning life saving skills. School district employees, teachers, family members of patients at high risk sudden cardiac death, corporate employees, security guards, and airline personnel will find this course especially valuable.

Saturday, 1:00 pm - 4:00 pm;
1 session on January 26, 2013

Saturday, 1:00 pm - 4:00 pm;
1 session on March 9, 2013

Saturday, 1:00 pm - 4:00 pm;
1 session on May 18, 2013

Tuition: **\$35.00**

Instructor: **Rescue Medical Services**
Location: **El Camino College**
Materials Cost: **\$30.00**

BLS for the Healthcare Provider #234002

This BLS (Basic Life Support) for the Healthcare Provider course is designed to provide a wide variety of healthcare professionals the ability to recognize several life threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, timely and effective manner. The course is intended for certified or noncertified, licensed or non licensed and future healthcare professionals.

Saturday, 9:00 am - 12:00 pm;
1 session on January 26, 2013

Saturday, 9:00 am - 12:00 pm;
1 session on March 9, 2013

Saturday, 9:00 am - 12:00 pm;
1 session on May 18, 2013

Tuition: **\$64.00**

Instructor: **Rescue Medical Services**
Location: **El Camino College**
Materials Cost: **\$30.00**

Use of American Heart Association materials in an educational course does not represent course sponsorship by the American Heart Association. Any fees charged for such a course, except for a portion of fees needed for AHA course materials, do not represent income to the Association.



NEW!

ECG (Electrocardiogram) Recognition and Basic Pharmacology #234007

The ECG and Pharmacology course is designed for current, past or future healthcare professionals who participate in cardiopulmonary arrests or other cardiovascular emergencies. Topics include basic electrophysiology, ecg measurements, srhythmias, and the administration of ACLS drugs according to the American Heart Association 2010 ECG Guidelines. Participants will receive a certificate of completion from the American Heart Association.

Upon successful completion of this course EMS Personnel will qualify to receive 7 hours of instructor based Continuing Education hours from an approved California EMS CE Provider - Rescue Medical Services, LLC

Saturday, 9:00 am - 4:00 pm; 1 session
on February 2, 2013

Saturday, 9:00 am - 4:00 pm; 1 session
on March 23, 2013

Saturday, 9:00 am - 4:00 pm; 1 session
on May 4, 2013

Tuition: **\$139.00**

Instructor: **Rescue Medical Services**
Location: **El Camino College**
Materials Cost: **\$35.00**



El Camino College BUSINESS TRAINING CENTER

13430 Hawthorne Blvd. Hawthorne, CA 90250

**Business Training Center now
offering classes to individuals!**

**To Enroll: call 310-660-6460
or visit www.ECCommunityEd.com**

NEW!

The El Camino College Business Training Center (BTC) has a proven track record of improving the bottom line of various companies throughout the South Bay and Los Angeles—including Fortune 500 ranked companies. Now, for the first time, the BTC is opening its doors to individuals, offering the same high-quality training opportunities they previously only made available to business cohorts. The following schedule represents their top 10 classes! Enroll now to help you obtain the competitive advantage needed in today's workforce.

For detailed class descriptions and the complete schedule:
or call 310-660-6460



Microsoft Office 2010 Boot Camp #1340001

Thursday 8:30 am - 5:30 pm; 8 sessions
starting January 17, 2013, ending
March 7, 2013

Tuition: **\$199.00**

Thursday 8:30 am - 5:30 pm; 8 sessions
starting March 14, 2013, ending May
2, 2013

Tuition: **\$199.00**

Microsoft Excel 2010 (Level 1) #1340002

Thursday, 8:30 am - 5:30 pm; 1 session
on January 24, 2013

Tuition: **\$199.00**

Thursday, 8:30 am - 5:30 pm; 1 session
on March 21, 2013

Tuition: **\$199.00**

SUPERVISORY, MANAGEMENT, AND LEADERSHIP

Coaching/Counseling Skills for Managers/ Supervisors #1340003

Friday, 8:30 am - 5:30 pm; 1 session on
January 11, 2013

Tuition: **\$199.00**

Thursday, 8:30 am - 5:30 pm; 1 session
on March 14, 2013

Tuition: **\$199.00**

Conflict Resolution and Management #1340004

Tuesday, 8:30 am - 12:30 pm; 1 session
on January 15, 2013

Tuition: **\$99.00**

Wednesday, 8:30 am - 12:30 pm;
1 session on May 8, 2013

Tuition: **\$99.00**

Motivation #1340005

Tuesday, 1:30 pm - 5:30 pm;
1 session on January 15, 2013

Tuition: **\$99.00**

Wednesday, 1:30 pm - 5:30 pm;
1 session on May 8, 2013

Tuition: **\$99.00**

BUSINESS/ COMMUNICATION SKILLS



Building Excellent Work Relationship (work collaboratively, assembly dynamic teams, and connect with) #1340006

Monday, Tuesday 8:30 am - 5:30 pm;
2 sessions starting January 21, 2013,
ending January 22, 2013

Tuition: **\$299.00**

Wednesday, Thursday 8:30 am - 5:30
pm; 2 sessions starting April 10, 2013,
ending April 11, 2013

Tuition: **\$299.00**

Communicating with Diplomacy, Tact, and Credibility (Note: Includes 4 hrs. on Time Management) #1340007

Monday, Tuesday 8:30 am - 5:30 pm;
Wednesday 8:30 am - 12:30 pm;
3 sessions starting April 22, 2013,
ending April 24, 2013

Tuition: **\$349.00**

WORKPLACE SAFETY

OSHA 10 #1340009

Friday 8:30 am - 5:00 pm; Saturday
8:30 am - 11:00 am; 2 sessions
starting January 18, 2013, ending
January 19, 2013

Tuition: **\$169.00**

Monday 8:30 am - 5:00 pm; Tuesday
8:30 am - 11:00 am; 2 sessions starting
March 11, 2013, ending March 12, 2013

Tuition: **\$169.00**

OSHA 30 #1340008

Monday, Tuesday, Wednesday,
Thursday 8:30 am - 5:00 pm; 4 sessions
starting January 14, 2013, ending
January 17, 2013

Tuition: **\$599.00**

Wednesday, Thursday, Friday, Saturday
8:30 am - 5:30 pm; 4 sessions starting
March 13, 2013, ending March 16, 2013

Tuition: **\$599.00**

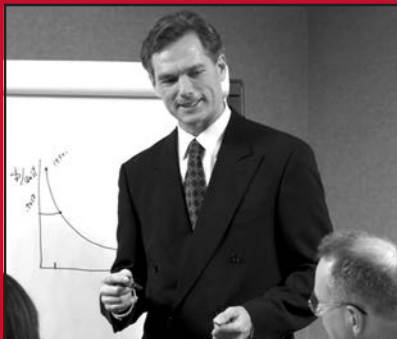
HAZWOPER #1340012

Monday, Tuesday, Wednesday,
Thursday, Friday 8:30 am - 5:30 pm;
5 sessions starting March 18, 2013,
ending March 22, 2013

Tuition: **\$699.00**

Monday, Tuesday, Wednesday,
Thursday, Friday 8:30 am - 5:30 pm; 5
sessions starting May 13, 2013, ending
May 17, 2013

Tuition: **\$699.00**



THE ART OF NEGOTIATION 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.

BEGINNING NEGOTIATION

Discounted Series price \$135 + ONE TIME \$40 material fee for booklet used for the whole series.

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.

Tuesday, 6:30 pm - 9:30 pm; 1 session on February 5, 2013

Tuition: **\$42.00**

Location: **El Camino College**

Materials Cost: **\$20.00**

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.

Tuesday, 6:30 pm - 9:30 pm; 1 session on February 12, 2013

Tuition: **\$42.00**

Location: **El Camino College**

Materials Cost: **\$20.00**

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

In a class that's not for the faint of heart-only for those who really want to win. 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.

Tuesday, 6:30 pm - 9:30 pm; 1 session on February 19, 2013

Tuition: **\$42.00**

Location: **El Camino College**

Materials Cost: **\$20.00**

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 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.

Tuesday, 6:30 pm - 9:30 pm; 1 session on February 26, 2013

Tuition: **\$42.00**

Location: **El Camino College**

Materials Cost: **\$20.00**

ADVANCED NEGOTIATION

Discounted Series Price \$117 + ONE TIME \$40 material fee for booklet used for the whole series.

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.

Tuesday, 6:30 pm - 9:30 pm; 1 session on March 5, 2013

Tuition: **\$53.00**

Location: **El Camino College**

Materials Cost: **\$15.00**

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?

Tuesday, 6:30 pm - 9:30 pm; 1 session on March 12, 2013

Tuition: **\$53.00**

Location: **El Camino College**

Materials Cost: **\$15.00**

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.

Tuesday, 6:30 pm - 9:30 pm; 1 session on March 19, 2013

Tuition: **\$53.00**

Location: **El Camino College**

Materials Cost: **\$15.00**

EXPERT NEGOTIATION SERIES

Discounted Series Price \$117 + ONE TIME \$15 material fee for booklet used for the whole series.

Negotiation 8: Critical Thinking in Negotiations - Expert course 1 of 3 #300117

In this program you'll concentrate on "here's how you do it" techniques for enhancing your critical thinking skills. You'll learn to think strategically and discover the other side's strategy so you'll know how to best respond to their moves. You'll also learn how to determine if the other side has a hidden agenda or whether there are certain needs that must be met in order for them to achieve their goals. Knowing how to obtain this information is vital to your success and will put you in control of the total negotiation process.

Tuesday, 6:30 pm - 9:30 pm; 1 session on March 26, 2013

Tuition: **\$53.00**

Location: **El Camino College**

Materials Cost: **\$15.00**

Continues on next page...

THE ART OF NEGOTIATION SERIES continued...

Negotiation 9: Assertiveness - Saying it like you mean it! Expert Course 2 of 3 #300118

Ever wonder how you measured up in negotiation? One of the most problematic situations in negotiating is knowing when to back down and when to hold your ground. To become a polished negotiator, you must recognize the distinct stages of negotiating and know when to assert yourself at each stage. The rules of assertiveness apply to every negotiation and can affect the outcome dramatically. In this program, you'll discover the underlying principles of assertiveness that must be learned in order to be a successful negotiator and why they are so important to your success.

Tuesday, 6:30 pm - 9:30 pm; 1 session
on April 2, 2013

Tuition: **\$53.00**
Location: **El Camino College**
Materials Cost: **\$15.00**

Negotiation 10: The Power Player - Expert Course 3 of 3 #300119

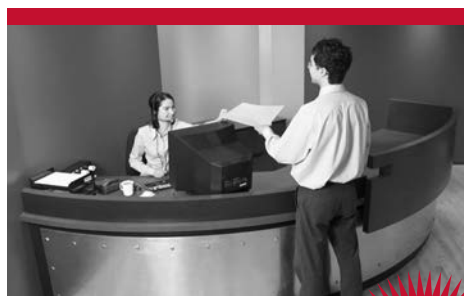
Who controls the negotiation, you, or do you sometimes become intimidated in the negotiation process? You have more power than you think. In the negotiation process you gain power by learning the rules of the power game, how to apply them, and how to recognize and defend against them when they are used. Never again fall victim to power plays by learning to utilize techniques such as: Hidden Leverage, Power Words, Power Rules, and Commitment Power.

Tuesday, 6:30 pm - 9:30 pm; 1 session
on April 9, 2013

Tuition: **\$53.00**
Location: **El Camino College**
Materials Cost: **\$15.00**

"Very enjoyable...I learned new skills." -Negotiation Student

"Great experience!"
-Negotiation Student



YOUR Resume and Interview #300139

NEW!

Why pay someone hundreds to write a bad resume? Write a really EFFECTIVE resume with help from an instructor with more than 15 years experience and a thousand completed resumes! Then build on this resume to prepare your interview, and (optional) practice your interview with immediate, constructive, and expert feedback in class. Bring all your info about past

employment. The economy is (finally) starting to warm up, so let's go! Instructor Dale Fedderson has been teaching computer skills for years, everything from how to use a mouse to how to create technical drawings, spreadsheets, and brochures. But his favorite thing is to show newcomers how to get the most from the Internet.

Monday, Wednesday, Friday 3:00 pm - 5:00 pm; 3 sessions starting January 14, 2013, ending January 18, 2013

Tuesday, Thursday 6:00 pm - 9:00 pm; 2 sessions starting January 22, 2013, ending January 24, 2013

Monday, Wednesday, Friday 3:00 pm - 5:00 pm; 3 sessions starting February 11, 2013, ending February 15, 2013

Tuesday, Thursday 6:00 pm - 9:00 pm; 2 sessions starting February 19, 2013, ending February 21, 2013

Monday, Wednesday, Friday 3:00 pm - 5:00 pm; 3 sessions starting March 11, 2013, ending March 15, 2013

Tuesday, Thursday 6:00 pm - 9:00 pm; 2 sessions starting March 19, 2013, ending March 21, 2013

Monday, Wednesday, Friday 3:00 pm - 5:00 pm; 3 sessions starting April 8, 2013, ending April 12, 2013

Tuesday, Thursday 6:00 pm - 9:00 pm; 2 sessions starting April 16, 2013, ending April 18, 2013

Monday, Wednesday, Friday 3:00 pm - 5:00 pm; 3 sessions starting May 6, 2013, ending May 10, 2013

Tuesday, Thursday 6:00 pm - 9:00 pm; 2 sessions starting May 14, 2013, ending May 16, 2013

Tuition: **\$45.00**
Instructor: **Dale Fedderson**
Location: **El Camino College**
Materials Cost: **\$2.00**

COMPUTER CLASSES

Best of the Internet

#8890007

Get more from the Internet! You will use email to make phone calls (even video chat!), send attachments, photos, and URLs, manage your contacts, locate lost friends, learn to download safely, including free e-books and music, find great bargains, and try out the TOP websites for shopping, blogs, entertainment, and more! Recommended prerequisite: Computer Basics Boot Camp. \$2.00 materials fee includes 34-page handbook.

Saturday 1:00 pm - 4:00 pm; 2 sessions starting January 12, 2013, ending January 19, 2013

Saturday 1:00 pm - 4:00 pm; 2 sessions starting March 9, 2013, ending March 16, 2013

Saturday 1:00 pm - 4:00 pm; 2 sessions starting May 4, 2013, ending May 11, 2013

Tuition: **\$39.00**
Instructor: **Dale Fedderson**
Location: **El Camino College**
Materials Cost: **\$2.00**

Microsoft Word and Excel #8890010

Need to learn these programs for work? Or just want to use Word to create great looking documents and Excel for calculating your household expenses and tracking your huge collection of books and old vinyl? Learn ALL the most useful features of both programs, including adding formulas, graphics, photos, formatting, sorting, and how to use them with email and Internet! Receive an interactive Excel file, Web resources, plus info on cloud collaboration.

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting January 28, 2013, ending February 1, 2013

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting March 25, 2013, ending March 29, 2013

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting May 20, 2013, ending May 24, 2013

Tuition: **\$49.00**
Instructor: **Dale Fedderson**
Location: **El Camino College**

Photoshop for Beginners

#8890011

Learn to use Photoshop Elements to fix, fake, and perfect your photos! Use layers, transformations, and photo adjustments such as sharpen, color cast, contrast, and saturation to improve photos, or make something entirely new, using clone, skew, transform, etc. Then upload the results to Flickr, Facebook, Google+ and share them with the world, or just friends. Recommended prerequisite: Digital Photography Basics class. Bring a laptop with Photoshop Elements installed, plus some photos.

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting January 7, 2013, ending January 11, 2013

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting March 4, 2013, ending March 8, 2013

Monday, Wednesday, Friday 6:00 pm - 9:00 pm; 3 sessions starting April 29, 2013, ending May 3, 2013

Tuition: **\$49.00**
Instructor: **Dale Fedderson**
Location: **El Camino College**



> INSTRUCTOR FACILITATED Online Courses

Our online courses
are open to everyone!

expert
instructors



affordable
courses

24/7
access



convenient
for
everyone!



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comfort of home!



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Become a Pro with Digital Photography

Learn a new Language

Teaching Tips for Survival in the Classroom

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every month! Visit our
website to learn more.
www.ECCommunityEd.com

Course
Fees Start
at Just
\$99!

Instructor-Facilitated Online Learning

More than 250 online courses **ed2go**

Convenient,
Affordable,
and Effective



Welcome

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.

Most courses run for six weeks (with a ten-day 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 of these courses entirely from your home or office and at any time of the day or night.

Start Dates:

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

Requirements:

All courses require
Internet access, E-mail,
Microsoft Internet
Explorer, or Firefox web
browsers. Some courses
may have additional
requirements. Please
visit our Online
Instruction Center for
more information.

How to Get Started:

1. Go to 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. Be sure to retain your username, login and password for your records as this will grant you access to our website in the future and the Ed2Go online classroom.
3. Sign in with your **Username** and **Password**. Next, click on **Courses** to the left and choose an online class by exploring one of the **Online Classes** category links that lists classes by subject area. Click on **Add to Cart** button and follow instructions to pay for your course.
4. When your course starts, return to www.ECCommunityEd.com, sign in, click on current registrations, choose course from class listing and click on **Go to class** to begin your studies each week.

Online learning anytime, anywhere ... just a click away!



www.ECCommunityEd.com

Intro to Microsoft
Word 2007

Intro to Microsoft
Excel 2007

Intro to Microsoft
PowerPoint 2007

Intro to Microsoft
Access 2007

Intro to Microsoft
Outlook 2007

Intro to Windows Vista

Visit our Online Instruction
Center to find more courses!

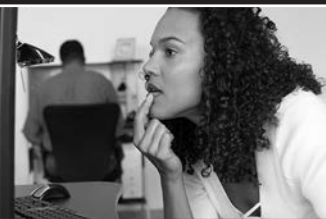
ed2go

ONLINE CLASSES



Online Career and Workforce Training Programs

Open for Immediate Enrollment!



The El Camino College Community Education department is a proud partner of **ed2go** (formerly **Gatlin Education Services**) offering online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Benefits of Online Career Training:

- Learn in-demand job skills • Start anytime • Set your own pace • Affordably Priced

Our programs are designed by a team of professionals from each respective field, who work to provide you with an effective web-based learning experience. Instructors/mentors are actively involved in your online learning experience. They respond to any questions or concerns, as well as encourage and motivate you to succeed.

Each program includes a set of lessons and evaluations; grades are a combination of the instructor/mentor's evaluation of students' work and computer graded tests. We know you'll appreciate the quality as well as the convenience of anytime, anywhere learning!



For more information on how you can advance your career, including financial assistance, call toll free (877) 221-5151 or visit www.GatlinEducation.com/ElCamino

THE PROGRAMS

HEALTHCARE AND FITNESS

Certificate programs in Medical Coding, Transcription, Pharmacy, and other popular fields.

Program	Fee	Hours
• Administrative Dental Assistant	\$1,595	150
• Administrative Medical Specialist w/Medical Billing and Coding	\$1,995	300
• Administrative Medical Specialist w/Medical Billing and Coding + Medical Terminology	\$2,295	360
• Advanced Coding for the Physician's Office	\$1,395	80
• Advanced Hospital Coding and CCS Prep	\$1,695	80
• Advanced Personal Fitness Trainer	\$2,795	400
• Certified Indoor Air Quality Manager	\$795	16
• Certified Indoor Environmentalist	\$895	32
• Certified National Pharmaceutical Representative	\$1,595	120
• Clinical Dental Assistant	\$1,995	240
• Emergency Management Training for First Responders	\$1,995	300
• Fitness Business Management	\$2,395	200
• ICD-10 Medical Coding	\$1,595	200
• Medical Billing and Coding	\$1,595	240
• Medical Billing and Coding + Medical Terminology	\$1,895	300
• Medical Terminology	\$595	60
• Medical Transcription	\$1,595	240
• Medical Transcription + Medical Terminology	\$1,895	300
• Nutrition for Optimal Health, Wellness, and Sports	\$2,395	200
• Personal Fitness Trainer	\$2,095	250
• Personal Training and Group Exercise Training for Older Adults	\$2,395	200
• Pharmacy Technician	\$1,995	300
• Veterinary Assistant	\$1,795	240
• Women's Exercise Training and Wellness	\$2,395	20

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
• 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
• 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

TO REGISTER VISIT: www.GatlinEducation.com/ElCamino



Exam Proctoring Service

\$25 per hour (2 hours minimum)

Do you need us to proctor your next university, college or industry-related (real estate, accounting firm, technical employer etc.) exam? Please contact us to arrange a time to oversee your exam. Available dates and times subject to availability Monday-Friday 9:00AM – 4:00PM.

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

How to Register for a Class



BY MAIL

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



BY PHONE

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



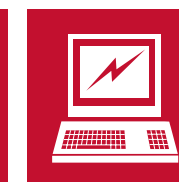
BY FAX

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



IN PERSON

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



ONLINE

Visit:
ECCCommunityEd.com
& pay by credit card

Please call for directions to our office.

OFFICE HOURS:

Monday – Friday 8:30 am – 5:00 pm.

Closed weekends and holidays: Nov. 22 & 23 (Thanksgiving), Dec. 17, 2012-Jan. 1, 2013 (Winter Holidays), Jan. 21, 2013 (Martin Luther King), Feb. 8, 2013 (President Holiday), Feb. 18, 2013 (President Holiday), May 27, 2013 (Memorial Day)

REGISTRATION FORM AVAILABLE ON PAGE 50

PRE-REGISTRATION IS IMPORTANT!

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

REGISTRATION AT FIRST CLASS

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

MATERIALS FEES

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

NO REFUNDS

Please choose your classes carefully. **No refunds issued unless a class is cancelled by El Camino College.** Credit vouchers in the amount of the class registration fee less a \$10 service fee per class will be issued

upon request 3 full business days before the first class meeting. 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.** Credit Vouchers are applicable toward a future Community Education class and are valid for 3 years.

IF A CLASS IS CANCELLED

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

TRANSFERS

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

REGISTRATION CONFIRMATION

Paper confirmations and receipts furnished ONLY upon request.

If you register online or over the phone, you will be asked to provide your email address to receive an email confirmation indicating your registration-confirmation information. **It is your responsibility to ensure the accuracy of all registration and contact information you provide.** If you would prefer to receive a paper confirmation receipt, please visit our

office or submit your request in writing along with a self-addressed envelope.

CERTIFICATES OF COMPLETION \$5

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

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.

PLEASE RECYCLE

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

 Catalog is printed on recycled paper.

WHAT ARE YOU DOING TONIGHT?

Check out our Facebook or Twitter site(s) for listings of classes being held tonight and attend a class tonight!

FOLLOW US ON TWITTER

FOLLOW US ON 

www.twitter.com/eccommunityed

LIKE US ON FACEBOOK



[www.facebook.com/El Camino College Community Education](http://www.facebook.com/ElCaminoCollegeCommunityEducation)

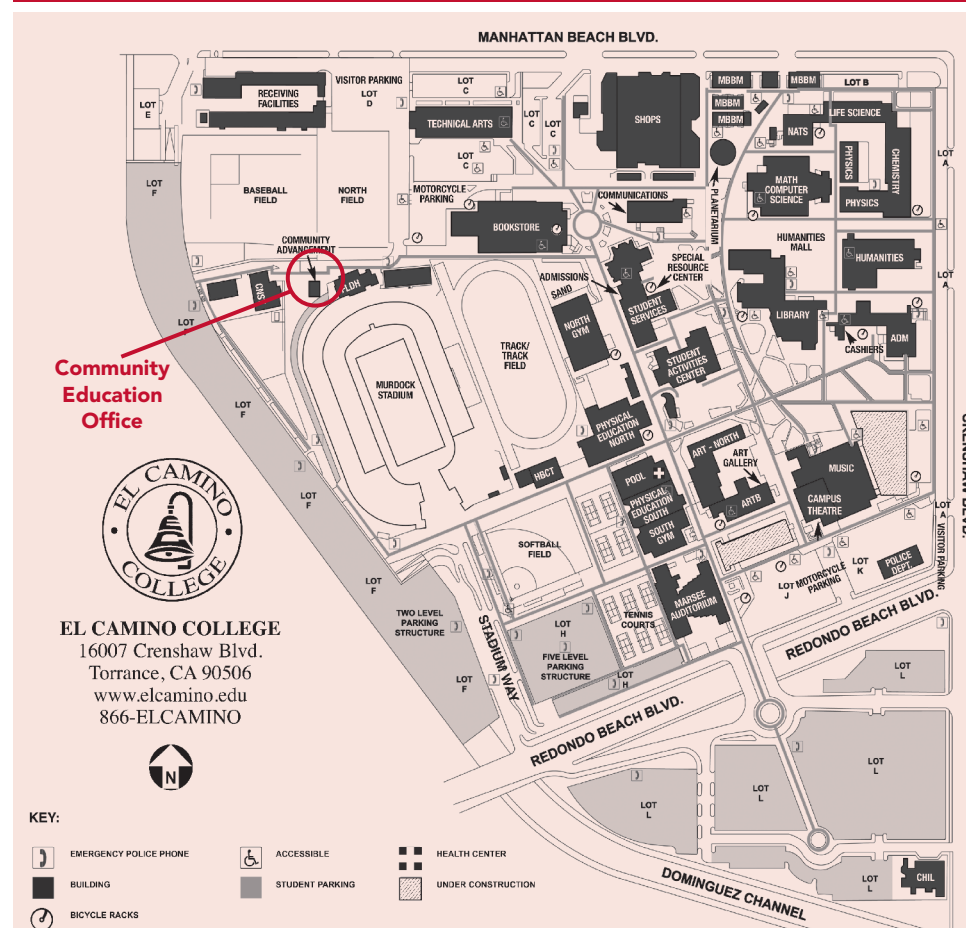
The El Camino Community College District is committed to providing equal opportunity in employment and educational opportunities for all individuals, regardless of race, color, ancestry, religion, gender, national origin, marital status, sexual orientation, handicap, age, and Vietnam-era status.

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.

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"Learning is a treasure that will follow its owner everywhere."
—Chinese Proverb

El Camino Campus Map



For Complete Map of Campus:



Area Map



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

For More Information

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



(OK to duplicate)

(310) 660-6460 • www.ECCommunityEd.com
Winter/Spring 2013

Address

Day Phone () _____
Evening Phone: () _____

May we send you e-mail announcements? ☐ Yes ☐ No

Course	Start Date/Time	Title of Course	Fee

Payment Options:

☐ Cash ☐ Check ☐ Credit Card

(PAY MATERIAL FEES DIRECTLY TO INSTRUCTOR)

TOTAL

Make checks payable to: El Camino College

Check # _____

Name on Check _____

☐ Visa ☐ MasterCard ☐ Discover ☐ _____ Expires _____

Card # _____ - _____ - _____ - _____ (must be 16 numbers)

Cardholder Name _____

Authorized Signature _____

(\$20 charge for all returned checks)

Send registration form to: Community Education – El Camino, 16007 Crenshaw Blvd., Torrance, CA 90506
www.ECCommunityEd.com e-mail: CommEd@elcamino.edu Fax: (310) 660-6015

e-mail: CommEd@elcamino.edu
Fax: (310) 660-6015

Kid's College Release & Medical Consent Form

I grant approval for my child _____
Age _____ Grade Level _____ Date of Birth _____
to participate in youth classes.

I understand Community Education does not provide health or medical insurance for participants. The undersigned agrees to defend, indemnify and hold harmless the El Camino Community College District, its Board of Trustees, officers, agents and employees, individually and collectively, from and against all costs, losses, claims, demands, suits, actions, payments and judgments, including legal and attorney fees, arising from personal or bodily injuries, property damage or otherwise, regardless of and however caused, brought or recovered against any of the above that may arise for any reason from or during or alleged to be caused by the undersigned's participation in the El Camino College Community Education and Professional Development Program. Consent is hereby given to the Community Education instructors or supervisors to give or seek medical aid required in the case of emergency. My child's photograph and name may appear in print ads or the college's publications for El Camino Community Education while engaged in campus activities and classes.

- No credit or grades given for these courses
- Community Education does not provide escort service for children.
- Remind your children to speak & behave quietly in the hallways. There are other classes in session.
- Young children should not be dropped off in the parking lot.

I understand that each youth class is designed for a specific grade level. I certify that I have enrolled my child in the appropriate grade level.

Parent/Guardian Signature: _____

Date _____ Parent's Name (print): _____

Phone: () _____

Contact Information of additional person who may be contacted in case of Emergency:

Name: _____

Phone: () _____

Quick and Easy! Why pay more?
Everything you need to know to
become a Bartender.
Starts February 11, 2013!



Do you love flowers? Consider
a career in the floral industry!
Starts Saturday, January 12, 2013!



As a Veterinary Assistant, you will help the Veterinarian or the Veterinarian Technician in their daily tasks. **Starts Saturday, March 2, 2013 or April 6, 2013!**



This course combines 180 hours of classroom instruction with a 120-hour pharmacy externship. **Daytime and Evening Classes starts March 4, 2013!**



A 6-hour intensive course to become a safe and effective Notary. **Starts December 7, 2012 or April 8, 2013!**

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

POSTAL CUSTOMER

REGISTER ONLINE AT WWW.ECCOMMUNITYED.COM

JOB TRAINING CLASSES



LOOK INSIDE!
Business and
Careers section
starts on
page 23!