Virtual Learning You’ll Love

Exciting Online Learning!

Ongoing classes offered from September-December 2020

REGISTER ONLINE OR BY PHONE:
www.ECCcommunityEd.com
310.660.6460
Welcome to VIRTUAL Community Education!

ABOUT COMMUNITY EDUCATION

We are live! We are remote! We are here for our community, providing our award-winning classes and programs, virtually. Register now for a variety of classes offered in synchronous or asynchronous online formats. 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 for 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 requests to commed@elcamino.edu.

VIRTUAL FUN

Featuring: Coding and Digital Arts classes

Adults
Featuring: Virtual Excursions and Learning Adventures

VIRTUAL JOB TRAINING

Featuring:
Free zoom Job Training Info Session Day
Meet our instructors from our top job training programs!
Learn about career opportunities, salaries, coursework, and national certification or licensing requirements.

VIRTUAL PERSONAL & PROFESSIONAL DEVELOPMENT

Featuring:
NEW! Negotiation—The Power Of Persuasion Series
Imagine negotiating with confidence and clarity to communicate in ways that get you the job promotion, compensation package, car, home, or creative resolution to a conflict that is important to you.

How to Register for Classes
CRAFTS

Bath Products (shampoo, shower gel & bubble bath) #50115
In this fun, hands-on class, students will discover simple techniques for making one-of-a-kind bath products (shampoo, shower gel, bubble bath, bath salt & exfoliate).
Saturday, October 3, 2020 9:00 AM - 12:00 PM
Tuition: $69
Instructor: Quayum Abdul
Location: Zoom

Candle Making #50109
Have you ever wondered how beautiful candles are made? Have you ever wanted to make fragrant, multicolored candles for yourself or friends? In this dynamic workshop, you’ll learn how to create unique candles to enjoy and share for far less than what they cost in stores.
Saturday, September 12, 2020 9:00 AM - 12:00 PM
Tuition: $69
Instructor: Quayum Abdul
Location: Zoom

DIY Body Butters Workshop #50117
If your skin feels dry or uncomfortable, body butters will keep you soft, smooth and hydrated. Perfect for your roughest areas such as elbows, cracked heels, and hard-working hands. In this class, you will learn to make your own luxurious body butter lotions, with whatever scent or therapeutic ingredients you prefer.
Saturday, November 7, 2020 9:00 AM - 12:00 PM
Tuition: $69
Instructor: Quayum Abdul
Location: Zoom

Fizzy Bath Bombs #50116
Settle in for a good soak with the ultimate fizzy bath time treat! Let your imagination go wild while experimenting with different oils, colors, flowers, and even glitter, for tons of fizzy fun.
Saturday, October 3, 2020 2:00 PM - 5:00 PM
Tuition: $69
Instructor: Quayum Abdul
Location: Zoom

Hand Sanitizer DIY #50118
Make your own hand sanitizer at home! When it comes to preventing the spread of viruses such as COVID-19, proper hand washing is essential. If soap and water are not available, your next best friend is high-quality hand sanitizer. In this informative D.I.Y. presentation you’ll learn everything you need to know about how to make your own hand sanitizer spray and wipes—including creating your own signature scent with your preferred choice of ingredients, using simple household items. Detailed presentation hand-out that includes recipes will be emailed to you.
Saturday, November 7, 2020 2:00 PM - 3:00 PM
Tuition: $25
Instructor: Quayum Abdul
Location: Zoom

Soap Making—Cold Process Method #50111
Want to know how to use the cold process soap making method to create soap completely from scratch? This class will explain to you A to Z cold process soap making so that you can create beautiful handmade soaps right in your kitchen.
Saturday, September 12, 2020 2:00 PM - 5:00 PM
Tuition: $69
Instructor: Quayum Abdul
Location: Zoom

DIANE

Belly Dance (Beginning) #800031
Have you always wanted to learn to belly dance? Join us for shake and shimmy Saturdays or Wednesdays! Warning: Once you learn a few belly dance moves, you’ll never want to stop. In this low-impact, high-fun dance class, you’ll learn cool swanky movements like the snake arms or I Dream of Genie-like head tilts. You’ll get lost daydreaming of an exotic desert oasis while learning to glide and flutter like a butterfly with your dance veil. Plus, you’ll also get to learn to play a new instrument—nothing sounds more beautiful than the sound of finger cymbals. All of this and more, while you limmey ‘til you drop! Recommended belly dance gear (as discussed at your first class) includes a veil, cymbals, and a hip scarf, all of which are optional. Some items may be purchased directly from the instructor.
Saturdays 2:00 PM - 3:00 PM; 6 sessions; starting September 12, 2020, ending October 17, 2020
Tuition: $69
Instructor: Shirin
Location: Zoom

Belly Dance (Intermediate) #140010
Continue your shake and shimmy studies! Extending the fun of Belly Dance (Beginning), this class series will take you to new levels of isolations, layering combinations, traveling steps, new varieties of hip work and of course, shimmies! Each week, you’ll learn a short part of a choreography to the tune of a fun belly dance song. By the end of the class, you will be able to belly dance to the whole song!
Saturdays 3:00 PM - 4:00 PM; 6 sessions; starting September 12, 2020, ending October 17, 2020
Tuition: $89
Instructor: Shirin
Location: Zoom

Commercial Drone Pilot: sUAS (small Unmanned Aerial Systems) RPIC (Remote Pilot in Command) Training Program 37 classroom hours + 120 Externship hours
This 3-part Commercial Drone Pilot job training course prepares you to pass the FAA part 107 Remote Pilot in Command (RPIC) exam and receive their RPIC certification. The course work covers: Regulations, National Airspace, Aircraft Performance, Operations, and Weather. Additionally, students will be given physical flight training with various types of sUAS (drones). This program is designed to optimally prepare you to perform the duties of a Commercial RPIC that are required in any commercial drone setting including public safety, cinematic, realty, construction, transportation, and surveying. Students will learn to assist established Commercial sUAS operators in “real-life” situations. Prerequisites: 16+ years of age. Parental/Guardian Release form required for Students under 18 years of age. High school Senior/High School Diploma or GED.
Due to COVID-19 closure, at this time, only part 1 of the Drone Pilot course series will be offered (via live Zoom format). In-person flight time parts 2 and 3 of the series will be added as soon as restrictions are lifted.
Part 1: I FAA Part 207 RPIC Exam Course #210184
Tuesday 6:00 PM - 9:00 PM; 7 sessions; starting October 13, 2020, ending November 24, 2020
Tuition: $399

Veterinary Assistant Training Program #8300001
Do you LOVE animals?! Are you addicted to cute animal videos and all the Animal Planet shows? Then why not start a career working with adorable, loving, amazing animal creatures every day of your life?! Enroll now in this purrrrtastic meowy woof world of a course to learn to become a Veterinary Assistant. As a Veterinary Assistant, you will learn how to assist the Veterinarian or the Veterinarian Technician in their daily tasks. You will learn the proper way to feed, water, and examine pets for signs of illness, disease, or injury, and how to clean and disinfect cages and work areas, as well as sterilize laboratory and surgical equipment in laboratories, animal hospitals, or clinics.
Tuesday, Thursday 6:00 PM - 9:30 PM; 10 sessions; starting October 13, 2020, ending November 12, 2020. (No class on October 31, 2020)
Tuition: $799
Materials Fee: $75 materials fee covers the cost of lab supplies (and shipping & handling) for your virtual at-home classroom. Everything you need for your at-home Veterinary Assistant lab will be shipped directly to your home.

FREE Information Session #8300002
Free to attend, reservation required: Reserve online at www.ECCommunityEd.com or call 310-660-6460.
Saturday, September 19, 2020; 9:00 AM - 10:00 AM
Instructor: Genia Donaldson
Location: Zoom

Virtual Job Training
Medical Assistant Training Program
Pay per module or purchase entire 6-module series + Externship at discounted rate $3,999!
240 total classroom hours + 160 Externship hours
Textbook and clinical supplies included!

Upcoming Start Dates: Saturdays 8:30am – 5pm
Start September 26!
Start November 14!

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

Begin enjoying a fulfilling and rewarding career caring for others! As a certified Medical Assistant, you’ll have the opportunity to work in a variety of care settings assisting newborns to senior citizens.

A highly qualified Medical Assistant can make or break a Doctor’s office, clinic, or hospital. Get yourself a part of the best at El Camino College. Enroll now in our top-notch Medical Assistant training program under the guidance of our highly-qualified and experienced instructor, Leonor Gonzalez. In just 30 weeks of lecture, labs, and “real-life” hands-on practice and a 160-hour externship apprenticeship, you will be optimally prepared to perform all required tasks and duties required in an ambulatory care or outpatient care facility. Upon successful completion of the program, you will be qualified to apply for Certification with the California Certifying Board for Medical Assistants.

www.cchma.org.

Course Module Descriptions
- Medical Assistant 1: Introduction to Medical Assisting
- Medical Assistant 2: Anatomy & Physiology / Body Systems I
- Medical Assistant 3: Anatomy & Physiology / Body Systems II
- Medical Assistant 4: Anatomy & Physiology / Body Systems III
- Medical Assistant 5: Clinical Component / OSHA / Medical Assepsis
- Medical Assistant 6: Administrative Component
- Medical Assistant: Externship/ Apprenticeship

Instructor: Leonor Gonzalez.

Payment plan available; $665.00 due at start of program, 2nd payment due by 3rd week

Tuition: $1,995
Instructor: Mateo Lorico
Location: www.zoom with in-person lab classes

FREE Information Session #3560007
Saturday, September 19, 2020
10:00 AM - 11:00 AM
Location: www.zoom
FREE to attend, reservation required: Call (310) 660-6460.

Medical Billing and Coding Training Program
Pay per module or purchase the entire 7-module series at discounted rate $1,599!

Upcoming Start Dates: Fridays 9:00am – 3:00pm
Start September 18!
Start October 31!

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

In this intensive 100-hour job training program, you will gain the tools and knowledge necessary to become a medical billing professional. This series provides students with basic knowledge of the national diagnostic and procedural coding systems as well as introduces the process of filing claim forms. During the coming decades, demand for highly-skilled health-information professionals will continue to exceed the supply. Complete all 7 Medical Billing modules to earn a certificate of completion from El Camino College Community Education. Upon successful completion of the El Camino College Medical Billing & Coding Training series, professional certification with the National Healthcareer Association (NHA as a Certified Billing and Coding Specialist Certification (CBCS) exam is recommended. Further seek advanced professional coding certification with other national medical coding exam organizations such as the American Academy of Professional Coders (AAPC) or the Certified Professional Coder (CPC) exam. Please note: Practical coding experience of 6 months to two years recommended prior to taking one of the advanced coding certification exams.

Course Module Descriptions
- Medical Billing 1: Medical Terminology 1
- Medical Billing 2: Medical Terminology 2
- Medical Billing 3: Medical Office Procedures-Administrative
- Medical Billing 4: Medical Coding ICD-10-CM
- Medical Billing 5: Medical Coding CPT
- Medical Billing 6: Medical Billing and Reimbursement
- Medical Billing 7: Medical Information Technology

Location: www.ECCommunityED.com

Tuition does not include required State License fee of $100.00 or the National Certification exam fee of $115.00. Prerequisite: You must be at least 18 years old and have a high school diploma or equivalent.

Location: www.zoom with in-person lab classes

FREE Information Session #49867
Saturday, September 19, 2020; 9:00 AM - 10:00 AM
Instructor: Novella Reed-Miles
Location: www.zoom
FREE to attend, reservation required: Call (310) 660-6460.

Pharmacy Technician Training Program #3240001
Pharmacy Technician jobs are among the fastest growing occupations! 32% growth expected by 2020.

Train to become a licensed pharmacy technician in as little as 7 months! In this 280-hour program, you will learn what it takes to become a successful pharmacy technician. Topics covered include pharmacology for technicians, pharmacy law and regulations, sterile and non-sterile compounding, quality assurance, and medication safety. Learn what it takes to assist the pharmacist in preparing and mixing prescriptions, maintaining patient records, purchasing and inventory management, billing and reimbursement, and more. Program includes a 120-hour externship where you will receive hands-on training in a pharmacy under the direction of a pharmacist. Upon successful completion of the Pharmacy Technician program, you will be eligible to apply for your California Pharmacy Technician License. Your tuition includes affidavit for licensure, background check/drug screen required for externship, liability insurance, and certificate of completion. This program fulfills the education requirements of the California Board of Pharmacy (Business and Professions Code Section 4202) for pharmacy technician licensure. Textbook, lab coats/scrubs, license application fee are not included in tuition. Salary Information: $40,170 Annual Mean Wage in California (Source: https://www.bls.gov/oes/current/oes292052.htm#st)

Thurs/Sat starting October 10, 2020 ending March 25, 2021: Saturdays 9:00 AM - 12:30 PM / Thursdays 6:00 PM - 9:30 PM
Tuition: $2,499
Instructor: Mateo Lorico
Location: www.zoom with in-person lab classes

FREE Information Session #3240002
Saturday, September 19, 2020
11:00 AM - 12:00 PM
Location: www.zoom
FREE to attend, reservation required: Call (310) 660-6460.

Certified Phlebotomy Technician Course (CPT1) #324003
Employment of phlebotomists is projected to grow 25 percent from 2014 to 2024, much faster than the average for all occupations. In the state of CA, the average hourly mean wage for phlebotomists is $19.89. --Bureau of Labor Statistics

Phlebotomy Technicians are in demand as one of the fastest growing occupations in healthcare. Launch your career as a Phlebotomy Technician, collecting blood samples from patients in a hospital, clinical laboratory, medical office, or clinic. Through lectures and hands-on training, learn what you need to know about the circulatory system, venipuncture technique and specimen collection, risk factors and complications, and quality assurance. This course provides a complete learning experience—with 48-hour classroom instruction and a 40-hour hands-on externship. It also prepares you to take the National Certification exam to become a Certified Phlebotomy Technician 1 (CPT1). A certificate of completion is awarded upon successful completion of the course.

Course fee includes books, supplies, study guides, all class materials, Exam preparation and externship. Payment plan available; $665.00 due at the time of Registration, no later than one-week prior to start of program, 2nd payment due by 3rd week of class and 3rd final payment by 6th week of class.

Tuition: $1,995
Instructor: AUMT Marissa Esparza
Location: www.zoom with in-person lab classes

FREE Information Session
Saturday, September 19, 2020
10:00 AM - 11:00 AM
Location: www.zoom
FREE to attend, reservation required: Call (310) 660-6460.

Register Online: www.ECCommunityEd.com
Alternative Legal Service Provider
AKA Legal Document Assistant Livestream #300167

Our two-day seminar covers:
• Revocable Living Trusts
• Evictions for landlords and Eviction Defenses for tenants
• Uncontested Divorce Proceedings
• Represent claimants for SSDI claims
• Draft business contracts, and know the essential elements of a contract
• LLCs, S Corps and C Corps

Required!
Prerequisite: A high school diploma with two years of legal experience, a baccalaureate degree with one year of legal experience; or a certificate of completion from a paralegal program approved by the American Bar Association. Alternative Legal Service Provider must maintain a $25K bond and register with the county.

Your workbook includes descriptions and documents for each Topic plus a certificate of completion to show clients and potential employers.

Monday, Tuesday, Thursday 6:00 PM - 8:00 PM; 6 sessions; starting December 7, 2020, ending December 17, 2020
Tuition: $225
Instructor: Notary Public Seminars
Location: Live Remote Online
Materials Cost: $80

Renew Your Notary Commission - 3-Hour Seminar LIVESTREAM
#210139

Need to renew your notary commission? We’ll feature the new state laws passed this year and give you a brush-up on general law to make sure you haven’t fallen into any bad habits. You are eligible to take our 3-hour class (First 1 & 1/2 sessions of the regular Notary class) if your commission has not expired. Note: You are welcome to join us for all 3 sessions. Renewing notaries must take the exam and submit livescan fingerprints again. Use this link to view exam schedule and register:
https://www.cpshr.us/notary/exam_registration.php

2-day course: Monday, October 5, 2020 6:00 PM - 8:15 PM and Tuesday, October 6, 2020 6:00 PM - 7:00 PM
1-Day Course: Saturday, October 10, 2020 10:00 AM - 1:30 PM
2-day course: Tuesday, December 1, 2020 6:00 PM - 8:15 PM and Wednesday, December 2, 2020 6:00 PM - 7:00 PM
Tuition: $50
Instructor: Notary Public Seminars
Location: Live Remote Online
Materials Cost: $20

Essential Documents in a Time of Crisis Livestream #300168

It’s time to get essential documents in order. Spend six hours with an experienced attorney and you’ll have a Living Will, Recoverable Trust and Power of Attorney ready to file by the end of the seminar. This epidemic has a lot of us thinking about how unprepared we are for the future. Protecting your family’s finances is easy with a little expert advice. You’ll learn which documents are needed, how to complete them, and where to file. We hope you are staying well and practicing physical distancing. But if medical care becomes necessary, it’s important to assign an appointee to make medical decisions. Our legal expert will discuss relevant medical documents including, Durable Power of Attorney and Medical Release Forms that could make your treatment easier, quicker and less confusing.

Monday, Tuesday, Thursday 6:00 PM - 8:00 PM; 3 sessions; starting November 2, 2020, ending November 5, 2020
Tuition: $125
Instructor: Notary Public Seminars
Location: Live Remote Online
Materials Cost: $20

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

Make $3K-6K per month buying, selling or exporting wholesale cars from home. Students will learn step-by-step directions on how to obtain an auto dealer license and how to operate a profitable used-car business.

Monday, Tuesday, Thursday 6:00 PM - 9:00 PM; 2 sessions; starting September 21, 2020, ending September 22, 2020
Tuition: $89
Instructor: Ronald Williams
Location: Live Remote Online
Materials Cost: $25
**BUSINESS & CAREERS**

*For complete class descriptions, visit www.ECCommunityEd.com*

**Register online at www.ECCommunityEd.com or 310-660-6460 or Text: 424-279-4430**

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

“Wow, you have a great voice!” Have you heard that more times than you can count? Or maybe you listen to your favorite audiobooks, commercials, or cartoon characters and think, “I could do that!” If so, then you could have what it takes to begin working as a professional Voiceover Artist. Explore the voiceover industry with your instructor, a professional, working voice actor from Voices For All. Discover the current trends in the industry and how they make it easy and affordable for just about anyone to get involved.

Saturday, October 3, 2020 10:00 AM - 12:00 PM
Tuition: $79
Instructor: Voices For All
Location: Live Online

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**Certificate in Negotiation**

3-Part Series: $125 per module / $299 for all 3 parts! Successfully complete all three parts to earn a Certificate in Completion in Negotiation. *Enter promo code negotiation3 at checkout for discount.

**Negotiation 1: Essential Negotiation Skills For Success Today #300041**

Imagine negotiating with confidence and clarity to communicate in ways that get you the job promotion, compensation package, car, home or creative resolution to a conflict that is important to you. Discover the essential 4 phases of a successful negotiation whether you are in a virtual or in-person setting to get more of what you want. Learn the skills to experience an increase in collaboration, adaptability and creativity with the tips, strategies and hacks the most effective negotiators use every day to increase their influence, reputation and wealth.

Wednesday 4:00 PM - 7:00 PM; 1 session; September 16, 2020
Wednesday 4:00 PM - 7:00 PM; 1 session; October 14, 2020
Wednesday 4:00 PM - 7:00 PM; 1 session; November 11, 2020
Tuition: $125
Instructor: Marcia Haber
Location: [Zoom](https://zoom.com)
Materials Cost: $35

**Negotiation 2: The Keys to Unlock Communication in a World of Differences #300026**

Have you ever wondered what it would be like to successfully negotiate with someone from another race, gender, generation or ethnic group? Successful negotiation with others from different backgrounds and cultures requires effective communication skills. The skills to negotiate with a diversity of people is a valuable asset that many businesses seek in their employees.

Wednesday 4:00 PM - 7:00 PM; 1 session; September 23, 2020
Wednesday 4:00 PM - 7:00 PM; 1 session; October 21, 2020
Wednesday 4:00 PM - 7:00 PM; 1 session; November 18, 2020
Tuition: $265
Instructor: Quayum Abdul
Location: Live Remote Online

**Negotiation 3: Know Your Emotions to Neutralize Tactics & Stay on Track #300027**

How do you make decisions? Have you ever made a poor decision because you felt intimidated or wanted to avoid rejection? In negotiations, often intense emotions can get triggered by a surprise tactic that confuses or manipulates to drive poor thinking and decision-making. In this module, we will explore strategies for recognizing typical negotiation tactics and experiment with interactive role plays to discover helpful approaches that will keep you focused on your key goals.

Wednesday 4:00 PM - 7:00 PM; 1 session; September 30, 2020
Wednesday 4:00 PM - 7:00 PM; 1 session; October 28, 2020
Wednesday 4:00 PM - 7:00 PM; 1 session; November 25, 2020
Tuition: $125
Instructor: Marcia Haber
Location: [Zoom](https://zoom.com)

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**Solar Panel Installation Training 101 #347001**

Thousands of home & commercial owners are looking for “Solar Installers” to install solar panels on their roof-tops. Experienced solar installers are doing the same kind of work as independent contractors. In fact, independent contractor positions are in high demand. 65% of solar installation is done by independent solar installers. This course will prepare participants to design and install solar photovoltaics on roof-tops. Class topics include solar, electrical, and city codes as well as electrical wiring. Materials fees $40 (Covers class instructional and study materials).

Optional opportunity to receive hands-on training in a real-world installation setting is available upon request, after successful completion of the course.

Monday, Wednesday 6:30 PM - 9:30 PM; 8 sessions; starting October 19, 2020, ending November 11, 2020
Tuition: $125
Instructor:voices for all
Location: Live Remote Online
Materials Cost: $40

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**Health & Wellness**

*For complete class descriptions, visit www.ECCommunityEd.com*

**Yoga For Health & Relaxation—Beginning #9230001**

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.

Saturday 10:30 AM - 12:00 PM; 6 sessions; starting September 19, 2020, ending October 24, 2020
Saturday 10:30 AM - 12:00 PM; 6 sessions; starting October 31, 2020, ending December 5, 2020
Tuition: $69
Instructor: Ron Berman RYT
Location: [Zoom](https://zoom.com)

**Yoga For Health & Relaxation—Intermediate #9230002**

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 students understanding and knowledge of the yoga practice.

Saturday 9:00 AM - 10:30 AM; 6 sessions; starting September 19, 2020, ending October 24, 2020
Saturday 9:00 AM - 10:30 AM; 6 sessions; starting October 31, 2020, ending December 5, 2020
Tuition: $99
Instructor: Larry Takahashi
Location: [Zoom](https://zoom.com)
Materials Cost: $25

**Retirement Planning Today #4570001**

Learn how to avoid the 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.

Saturday 9:00 AM - 11:00 AM; 2 sessions; starting October 17, 2020, ending October 24, 2020
Tuesday 6:30 PM - 8:30 PM; 2 sessions; starting October 20, 2020, ending October 27, 2020
Tuition: $59
Instructor: Solomon Bedford
Location: [Zoom](https://zoom.com)

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**MONEY MATTERS**

*For complete class descriptions, visit www.ECCommunityEd.com*

**Work For Yourself@50+ is designed to help older adults learn the ins and outs of successful self-employment.**

**Work For Yourself@50+(FREE Workshop) #300157**

Have you ever dreamed of being your own boss? Let Work For Yourself@50+ help you get started. Work For Yourself@50+ is a program specifically designed to help people 50 and older learn about what it takes to be successfully self-employed in today’s economy. Join us for an interactive workshop where you’ll learn to:
- Explore your options
- Find your focus
- Make a plan
- Connect with resources in your community
- Watch out for trouble

Workshop includes 72 page workbook and resource guide courtesy of the AARP Foundation.

Thursday, Sept. 24, 2020 9am-11am
Saturday, October 24, 2020 9am-11am
Tuition: FREE
Instructor: Solomon Bedford
Location: [Zoom](https://zoom.com)

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

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**BUSINESS & CAREERS**

El Camino College Community Education
FREE classes for foster & kinship care resource parents focusing on skills needed for foster parents or relative caregivers to care for children in out-of-home care, as well as themselves.

Our Mission: The mission of the El Camino College Foster and Kinship Care Education program is to provide quality education and support opportunities to caregivers of children and youth in out-of-home care so that these providers may meet the educational, emotional, behavioral and developmental needs of children and youth in the foster care system.

Why is the Foster & Kinship Care Education Program Important?
From 1989 to 1998, the number of children in California’s foster care system has grown by more than 50%—from 68,000 to 105,000. The dramatic increase in the state’s foster care population has been attributed to many factors—there are a greater number of children living in poverty, increasing numbers of parents who abuse alcohol and drugs, and increasing cases of child abuse and neglect. The El Camino College Foster & Kinship Care Education program plays a vital role in providing licensed foster parents and relative caregivers with the training and education that will help them in meeting the multifaceted and often complex needs of the foster children in their care. El Camino College and other community colleges play an important role by providing over 25,000 hours of education/training to foster parents and relative caregivers.

TO BECOME A RESOURCE FOSTER/ADOPTIVE PARENT: CALL 888-811-1121
TO REGISTER FOR RESOURCE PARENT (RFA) CLASSES: CALL 213-640-3082 OR 213-640-3079

Our Trainers:

Jenna Provine
Against her high school counselor's advice, former foster youth, Jenna Provine applied to and was accepted to a CA State University. Jenna double majored in Social Work and Psychology and went on to earn a Master’s Degree in Social Work from the University of Southern California. She is now accruing her hours towards her LCSW and plans on pursuing a Doctorate of Social Work. Jenna has both professional and direct service experience working in a variety of capacities with youth (individual and family therapy, behavioral interventions, group homes, IEP, and crossover youth). Coupled with her personal experience growing up in foster care and her experience as a resource relative caregiver to her niece, Jenna brings a broad spectrum of perspectives to her classes.

Sandra Smith
With more than twenty-eight years of experience as a Foster Care resource parent, trainer, and educator, Sandra Smith brings a wealth of expertise, real-world understanding, and passion to her classes. As a Resource Parent of four boys, three of whom she adopted and one whom she co-raised with his biological mom, the heart of Sandra’s love for FKCE and RFA training is rooted in her dedicated sense of advocacy for other Resource parents. She also draws upon her twelve years of experience as a middle school and high school instructor. She also earned an M.A. in Business and was one of the original PS-MAPP trainers.

Theresa Reed
is a former foster child. She is also a facilitator of learning and author who is passionate about educating those who engage with foster youth and others suffering from the effects of trauma to empathize in a way that facilitates healing. With an M.Ed in Adult Education, certifications in Mental Health First Aid and Attachment, Regulation and Competency, and 15+ years working with Foster/Kinship Care Education and foster youth support programs, she brings a wealth of knowledge.

Register By Phone: 310-660-6460
Online ESL Classes

El Camino College’s free ESL courses help non-native speakers learn basic English for college or the workplace — or simply to improve everyday communication — without the pressure of grades. Students advance at their own pace through four levels of classes that teach writing, reading, listening, speaking, and pronunciation.

Visit www.elcamino.edu/FreeESL for more information.
ONLINE INSTRUCTION CENTER
Online classes for Job Seekers, Professionals, Business Owners, Teachers & Enrichment Seekers

Something for everyone! Choose from a variety of online, synchronous, or hybrid distance education classes and programs that offer flexibility during our current COVID-19 pandemic “stay-at-home” reality. You choose when and where to participate; day or evening, weekdays or weekends. Sign up today with one of our online industry leader partners to gain the job skills you need for the 21st century!

UGotClass Top 10 Selling Certificates

- Programming for Non-Programmers Certificate
- How Programming Works
- Basic Programming Concepts
- Communicating with Programmers

- New! Hot! Coding Certificate
- Introduction to Coding
- HTML Fundamentals
- CSS Fundamentals

- Mastering Video Marketing
- Video Marketing
- YouTube for Business

- New for 2020!
- Certificate in SQL (Structured Query Language)
- Introduction to SQL
- Intermediate SQL
- Advanced SQL

- New! Hot! Graphic Design Software Essentials Certificate
- Starts
- Adobe InDesign Essentials
- Adobe Illustrator Essentials
- Adobe Photoshop Essentials

UGotClass classes are designed for today’s busy professionals interested in advancing their career. For complete UGotClass classes and descriptions, visit www.ECCommunityEd.com

ONLINE CLASSES

For complete list of ProTrain classes and to register: https://elcamino.theknowledgebase.org/
Registration opens September 9th!

ProTrain’s offerings are designed to provide individuals with comprehensive training in new and emerging fields.

HIGH DEMAND JOB TRAINING Self-Paced Courses
- Cybersecurity Awareness - Building Your Cybersecurity Vocabulary
- Cybersecurity Awareness - Electronic Commerce Security
- Cybersecurity Awareness - The Internet of Things
- Cybersecurity Awareness - Looking Down Our Public Information
- Cybersecurity Awareness - Malware Explained
- Cybersecurity Awareness - Portable Data Protection and Destruction
- Cybersecurity Awareness - Social Networking at Work
- AutoCAD Fundamentals Certificate
- Certified Information Systems Security Professional (CISSP) 2018
- Cisco Certified Network Professional (CCNP)
- Certified Information Security Manager (CISM)
- Google Analytics
- CompTIA IT Fundamentals+ (ITF+) FC0-U61
- CompTIA Cybersecurity Analyst (CySA+ CS0-001)
- Certified Cloud Security Professional (CCSP) 2018
- Substance Abuse Counseling Career Prep
- Home Health Aide Career Prep Professional
- Certified Electronic Health Records Specialist Career Prep
- Medical Transcriptionist Career Prep
- Mental Health Care Career Prep
- Patient Care Technician Career Prep
- Certified Microbial Investigator (CMI)
- CIW Social Media Strategist
- Associate Professional in Human Resources (aPHR) Exam Prep
- Associate Professional in Human Resources (aPHR) Exam Prep

Information Technology and Computer Programs
- CompTIA A+: This course covers expanded content on the CompTIA A+ IT support role including expanded baseline security topics. Students will learn a different approach to define competency in operational procedures including basic disaster prevention, recovery, and scripting basics and a greater dependency on networking and device connectivity. This course prepares students to take the CompTIA A+ 1001 and 1002 certification exams.
- CompTIA Network+: This course covers expanded content on the CompTIA Network+ 1002 certification exams.
- CompTIA Network+: This course covers expanded content on the CompTIA Network+ 1002 certification exams.
- CompTIA Network+: This course covers expanded content on the CompTIA Network+ 1002 certification exams.

High Demand Job Training - Live Online Courses

Business and Leadership Courses
- Human Resources Professional Exam Prep (PHR and SPHR): This HR management course weaves together solid human resource principles, timely research and recent events. Upon completion of this course, students will have the skills necessary to serve as Human Resource Managers as well as the preparation needed to successfully sit for the PHR® exam.
- July 13 – Aug. 19, 2020 | Oct. 5 – Nov. 18, 2020
- Mondays & Wednesdays: 4 – 7 pm PST

Healthcare and Allied Health
- EKG Technician Career Prep: Students will learn about anatomy and physiology of the cardiovascular system, appropriate patient care, the legal and medical aspects of patient care, and the role of the EKG in diagnosing and managing cardiovascular problems.
- Sept. 2 – Oct. 14, 2020
- Wednesdays & Fridays: 4 – 7 pm PST

Information Technology and Computer Programs
- CompTIA A+: This course covers expanded content on the CompTIA A+ IT support role including expanded baseline security topics. Students will learn a different approach to define competency in operational procedures including basic disaster prevention, recovery, and scripting basics and a greater dependency on networking and device connectivity. This course prepares students to take the CompTIA A+ 1001 and 1002 certification exams.
- Sep. 15 – Oct. 27, 2020
- Tuesdays & Thursdays: 4 – 7 pm PST

CompTIA Network+: CompTIA Network+ training measures the necessary competencies for an IT professional with approximately nine months experience in network support or administration. Students will learn the knowledge and skills needed to install, manage and troubleshoot a variety of networks on any platform. Students will be prepared to take the CompTIA Network+ N10-007 exam which covers critical security concepts, cloud computing, hardware and virtualization, and network resiliency.
- Mondays & Wednesdays: 4 – 7 pm PST

Register By Phone: 310-660-6460
Online Courses

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

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

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

Creating a Classroom Website
Learn how to create a classroom website and how having one can make you a more effective and dynamic teacher.

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

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

Creating WordPress Websites
Learn how to create websites with WordPress, the world’s most popular website building platform.

Interpersonal Communication
Become aware of the conscious and unconscious codes of meaning people send when communicating with others.

Homeschool With Success
Discover how to homeschool your children in a way that ensures they get what they need both academically and socially.

Integrating Technology in the Classroom
In this professional development course for teachers, you will learn about technology integration in the classroom and gain the skills needed to use tools like apps, assistive technology, and blogs effectively.

Building Teams That Work
What are the secrets to managing successful teams in the workplace? Explore communication techniques and problem-solving skills that will help you get your team on track.

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

ed2go also offers dynamic programs for career training, many of which culminate in Program Certificates. Financial Assistance available! For complete list of classes and descriptions, visit:

http://careertraining.ed2go.com/elcamino

Certified Ethical Hacker
This online Certified Ethical Hacker (CEH) course will teach you the valuable details that every information security professional needs to know.

Cisco CCNA Certification Training
You’ll master certification-based topics for networking essentials, so you can implement and administer Cisco solutions.

Certified Information Security Manager (CISM)
CISM is one of the most valued certifications in the IT security industry. This online course will prepare you for the CISM certification exam, and the exam cost is included.

CompTIA Advanced Security Practitioner (CASP)
The CASP certification is one of the most valuable vendor neutral certification in the security field, allowing students to become proficient in a variety of areas of technology, all while allowing them to stay vendor neutral and not tied to any one particular infrastructure.

CompTIA Linux+
Learn the necessary skill-sets to perform maintenance tasks with the command line, install and configure a workstation, and be able to configure a basic network in Linux.

Certified Information Systems Auditor (CISA)
This online CISA training course will prepare you for the five key domains: auditing, governance, implementation, management, and protection.

AWS Certified SysOps Administrator
You will be introduced to Amazon Web Services (AWS) and how to create automatable and repeatable deployments of networks and systems on the AWS platform. You will also be prepared to sit for the AWS Certified SysOps Administrator Associate exam.

CompTIA Security+
This course will teach you to focus on the business needs of the customer, establish credibility, and provide excellent customer service and support!

Information Security Training
This training course includes 3 of the most valuable certifications in IT Security. These credentials command the most respect in the field.

IT Foundations Bundle
This course teaches the basics of IT Service Management (ITSM) and project management, while incorporating ITIL, SIAM, and DevOps framework, concepts and processes. You will also be prepared to pass the globally recognized ITIL Foundation, SIAM Foundation, and DevOps Foundation certification exams.

ITIL Foundation
Learn about DevOps, ITIL and Prince2 and their benefits for organizations. You will learn the basics of IT service management and project management, as well as about how approaches to IT are evolving.

ITIL Foundation
This online Microsoft Certified Solutions Associate (MCSA): Server 2012 course will prepare you to install, configure, and manage a Server 2012 network.

SSCP Systems Security Certified Practitioner
This course is an ideal course for individuals interested in advancing their knowledge of information and systems security.

ed2go offers six-week classes for exploring new careers, honing skills, or preparing for formal exams. For complete list of classes and descriptions, visit www.ed2go.com/elcamino

Courses Features:
- 6-18 month self-paced, start anytime
- Textbook and materials included
- Prepare for industry certification
- Certification exam vouchers included
- Financial assistance available
- Student advisors available throughout training
Complete any of these courses entirely from your home or office and at any time of the day or night.

Youth

instructor-led online courses are informative, fun, convenient, and highly interactive.
We focus on creating warm, supportive communities for our learners. New course sessions begin monthly.

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

Drawn for the Absolute
Gain a solid foundation in drawing and become the artist you’ve always dreamed you could be!

Introduction to Microsoft Word
Learn how to create and modify documents with the world’s most popular word processor.

Introduction to Microsoft PowerPoint
Build impressive slide presentations filled with text, images, video, audio, charts, and more.

Introduction to Microsoft Publisher
Find out how to use this software to design, develop, and publish newsletters, Web sites, and brochures.

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

Blogging and Podcasting for Beginners
Learn how to create your very own blog and add a podcast too using the tools you already have on your computer.

Introduction to Photoshop
Learn how to use Photoshop, the world’s best graphics program, to edit and process photos and create original images.

Photoshop Elements for the Digital Photographer
Master the secrets of correcting digital photos, and bring out the best in all your photographs!

Secrets of Better Photography
Discover strategies and tricks for taking excellent pictures no matter what or where you’re shooting.

Discover Digital Photography
Explore the fascinating world of digital photography equipment.

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

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

Introduction to Microsoft PowerPoint
Build impressive slide presentations filled with text, images, video, audio, charts, and more.

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Discover Digital Photography
Explore the fascinating world of digital photography equipment.

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

Visit our website for start dates and more information.

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ARTS AND DESIGN
Creating WordPress Websites
Designing Effective Websites
Discover Digital Photography
Drawing for the Absolute Beginner
How to Get Started in Game Development
Intermediate Dreamweaver CS6
Intermediate InDesign CC
Intermediate Photoshop CC
Intermediate Photoshop CS5
Intermediate Photoshop CS6
Intermediate WordPress Websites
Introduction to Digital Scrapbooking
Introduction to Dreamweaver CS6
Introduction to Guitar
Introduction to Illustrator CS6
Introduction to InDesign CC
Introduction to InDesign CS6
Photoshop Elements 13 for the Digital Photographer
Photoshop Elements 13 for the Digital Photographer II
Photoshop Elements 12 for the Digital Photographer
Photoshop Elements 12 for the Digital Photographer II
Mastering Your Digital SLR Camera
Music Made Easy
Photographing Nature with Your Digital Camera
Photographing People With Your Digital Camera
Photography with Photoshop CC for the Digital Photographer
Photography with Photoshop CC for the Digital Photographer II
Secrets of Better Photography
Travel Photography for the Digital Photographer

BUSINESS
A to Z Grant Writing
A to Z Grant Writing II-Beyond the Basics
Accounting Fundamentals
Accounting Fundamentals II
Achieving Success with Difficult People
Achieving Top Search Engine Positions
Administrative Assistant Applications
Administrative Assistant Fundamentals
Advanced Grant Proposal Writing
Becoming a Grant Writing Consultant
Building Teams That Work
Business and Marketing Writing
Business Finance for Non-Finance Personnel
Computer Skills for the Workplace
Creating a Successful Business Plan
Distribution and Logistics Management
Effective Business Writing
Effective Selling
Fundamentals of Supervision and Management
Fundamentals of Supervision and Management II
Get Assertive!
Get Grants!
Growing Plants for Fun and Profit
High Performance Organization
High Speed Project Management
Individual Excellence
Interpersonal Communication
Introduction to Business Analysis
Introduction to Google Analytics
Introduction to Nonprofit Management
Introduction to Stock Options
Keys to Effective Communication
Keys to Successful Money Management
Leadership
Learn to Buy and Sell on eBay
Listen to Your Heart, and Success Will Follow
Managing Customer Service
Marketing Your Business on the Internet
Marketing Your Nonprofit
Mastering Public Speaking
Mastery of Business Fundamentals
Nonprofit Fundraising Essentials
Personal Finance
Professional Sales Skills
Project Management Applications
Project Management Fundamentals
Project Management Fundamentals II
Purchasing Fundamentals
Pursuing Professional Development
Real Estate Investing
Resume Writing Workshop
Six Sigma: Total Quality Applications
Skills for Making Great Decisions
Small Business Marketing on a Shoestring
Start and Operate Your Own Home-Based Business
Start Your Own Arts and Crafts Business
Start Your Own Edible Garden
Start Your Own Gift Basket Business
Start Your Own Home-Based Business
Start Your Own Online Business
Start Your Own Small Business
Starting a Consulting Practice
Starting a Nonprofit
Stocks, Bonds, and Investing: Oh, My!
Supply Chain Management Fundamentals
Talent and Performance Management
The Analysis and Valuation of Stocks
Total Quality Fundamentals
Twelve Steps to a Successful Job Search
Understanding the Human Resources Function
Using Social Media in Business
Where Does All My Money Go?
Writing Effective Grant Proposals
Advanced Microsoft Excel 2007
Advanced Microsoft Excel 2010

Adobe Online Course Value Suite
Each course within the Value Suite will introduce you to the features and functionality of Adobe’s latest creative software.

Introduction to InDesign CS6
Learn how to use Adobe InDesign CS6 to design professional-quality letterheads, brochures, eBooks, and more.

Introduction to Illustrator CS6
Learn to design and draw vector art, work with shape gradients, and manipulate color images.

Introduction to Photoshop CS6
Learn how to use Photoshop CS6 to edit photos and create original images.

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COMPUTER APPLICATIONS

Advanced Microsoft Excel 2013
Advanced Microsoft Excel 2016
Intermediate Microsoft Access 2010
Intermediate Microsoft Access 2013
Intermediate Microsoft Access 2016
Intermediate Microsoft Excel 2007
Intermediate Microsoft Excel 2010
Intermediate Microsoft Excel 2013
Intermediate Microsoft Excel 2016
Intermediate Microsoft Word 2007
Intermediate Microsoft Word 2010
Intermediate Microsoft Word 2013
Intermediate Microsoft Word 2016
Intermediate Oracle
Intermediate QuickBooks 2013
Intermediate QuickBooks 2014
Intermediate QuickBooks 2015
Intermediate QuickBooks 2016
Intermediate QuickBooks 2017
Introduction to Adobe Acrobat X
Introduction to Crystal Reports
Introduction to Microsoft Access 2010
Introduction to Microsoft Access 2013
Introduction to Microsoft Access 2016
Introduction to Microsoft Excel 2007
Introduction to Microsoft Excel 2010
Introduction to Microsoft Excel 2013
Introduction to Microsoft Excel 2016
Introduction to Microsoft Outlook 2010
Introduction to Microsoft Outlook 2013
Introduction to Microsoft PowerPoint 2010
Introduction to Microsoft PowerPoint 2013

COMPUTER PROGRAMMING

Introduction to ASP.NET
Introduction to C# Programming
Introduction to C++ Programming
Introduction to CSS3 and HTML5
Introduction to Database Development
Introduction to Java Programming
Introduction to JavaScript
Introduction to PHP and MySQL
Introduction to Programming
Introduction to Python 2.5 Programming
Introduction to Python 3 Programming
Introduction to SQL
Introduction to Visual Basic
Introduction to XML
Mac, iPhone, and iPad Programming
Responsive Web Design

Microsoft Office Online Courses

Learn Microsoft Office in Six Weeks From Home!
Intro to Microsoft Word 2016
Learn to use the basic features of Word 2016 (now available through Office 365) to type, edit, format, spell check, and print professional-looking documents, letters, and reports.
Intro to Microsoft Excel 2016
Learn to use basic, intermediate, and advanced features of Microsoft Excel.
Intro to Microsoft PowerPoint 2016
Learn how to use Microsoft PowerPoint 2016 (now available through Office 365) to create professional-looking presentations using slide and layout masters that make global changes in a snap.
Intro to Microsoft Access 2016
Learn to build, edit, and maintain a database in Microsoft Access 2016, complete with tables, reports, forms, macros, and queries to give you fast access to all your important information.
Intro to Microsoft Outlook 2016
Learn how to organize, edit, manage, and report data using Microsoft Access 2016.
Intro to Windows 10
Learn to use this powerful new operating system, including how to customize your desktop, manage files and folders, and navigate the Web with the new Microsoft Edge browser.
Visit our Website to find more courses!

Blogging and Podcasting for Beginners
Learn how to create your very own blog and add a podcast too using the tools that you already have available on your computer.

Advanced CSS3 and HTML5
Advanced Web Pages
Blogging and Podcasting for Beginners
Creating Mobile Apps with HTML5
Creating Web Pages
Intermediate C# Programming
Intermediate CSS3 and HTML5
Intermediate Java Programming
Intermediate PHP and MySQL
Intermediate SQL
Intermediate Visual Basic

Web Design Value Suite
This series of courses take you through the art of building web pages to coding in JavaScript, CSS3 and HTML5. You'll learn to plan content and structure including formatting text, building links, adding color, including graphics and tables, and developing areas of interactivity.

Creating Web Pages
If you've always wanted to learn how to create your own website, this course is for you! Create and post your very own Web site on the Internet using HTML in this extensive, hands-on, six week workshop. Learn about the capabilities of the web and the fundamentals of web design.

Introduction to CSS3 and HTML5
In this course, you will learn how to create state-of-the-art websites using modern CSS3 and HTML5 techniques! Take your existing HTML skills to the next level and start building sites like the pros.

Introduction to Java Script
This programming language lets you add interactivity to your pages by creating features such as buttons, picture carousels, and collapsible panels to your Web pages. The course begins with the basics of JavaScript code and then moves on to more advanced topics.

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HEALTH AND FITNESS

Become a Physical Therapy Aide
Become an Optical Assistant
Certificate in Brain Health
Certificate in Complementary and Integrative Health
Certificate in End of Life Care
Certificate in Energy Medicine
Certificate in Food, Nutrition, and Health
Certificate in Gerontology
Certificate in Global Healing Systems
Certificate in Healing Environments for Body, Mind, and Spirit
Certificate in Healthy Aging
Certificate in Holistic and Integrative Health
Certificate in Holistic and Integrative Health: Foundations 1
Certificate in Holistic and Integrative Health: Foundations 2
Certificate in Holistic and Integrative Health: Foundations 3
Certificate in Infectious Diseases and Infection Control
Certificate in Integrative Mental Health
Certificate in Legal and Ethical Issues in Healthcare
Certificate in Meditation
Certificate in Mindfulness
Certificate in Music Therapy and Sound Healing
Certificate in Nutrition, Chronic Disease, and Health Promotion
Certificate in Pain Assessment and Management
Certificate in Perinatal Issues
Certificate in Spirituality, Health, and Healing
Certificate in Starting Your Own Business in Health and Healing
Certificate in Stress Management
Certificate in Violence Prevention and Awareness
Certificate in Womens Health Issues
Explore a Career as a Pharmacy Technician
Explore a Career as an Administrative Medical Assistant
Explore a Career in Medical Coding
Explore a Career in Medical Transcription
Explore a Career in Medical Writing
Explore a Career in Nursing Genealogy Basics
Handling Medical Emergencies
Happy and Healthy Pregnancy
Helping Elderly Parents
HIPAA Compliance
Introduction to Natural Health and Healing
Lose Weight and Keep It Off
Luscious, Low-Fat, Lightning-Quick Meals
Marriage and Relationships: Keys to Success
Medical Math
Medical Terminology II: A Focus on Human Disease
Medical Terminology: A Word Association Approach
Spanish for Medical Professionals
Spanish for Medical Professionals II

HOSPITALITY

Secrets of the Caterer
Start a Pet Sitting Business
Wow, What a Great Event!

INFORMATION TECHNOLOGY

Advanced PC Security
CompTIA Security+ Certification Prep 1
CompTIA Security+ Certification Prep 2
Intermediate Networking
Introduction to Networking
Introduction to PC Security
Understanding the Cloud
Wireless Networking

LANGUAGE

Beginning Conversational French
Content-Based Instruction for Language Learners
Conversational Japanese
Discover Sign Language
Easy English 1
Easy English 2
Easy English 3
Get Funny!
Grammar for ESL
Instant Italian
Making the Most of Learner Dictionaries (American Edition)
Making the Most of Learner Dictionaries (British Edition)
Spanish for Law Enforcement
Spanish for Medical Professionals
Spanish in the Classroom
Speed Spanish
Speed Spanish II
Speed Spanish III

LEGAL

Employment Law Fundamentals
Introduction to Criminal Law
Legal Nurse Consulting
Workers’ Compensation

MATH AND SCIENCE

Human Anatomy and Physiology
Human Anatomy and Physiology II
Introduction to Algebra
Introduction to Biology
Introduction to Chemistry
Introduction to Statistics
Math Refresher

Explore a Career in Healthcare

If you're considering a career in healthcare, this group of online courses will introduce you to three different opportunities within the industry.

Explore a Career in Medical Coding
Learn how to use the CPT manual and the ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure.

Explore a Career as an Administrative Medical Assistant
Learn all about the in-demand career of medical information management as you explore the job of an administrative medical assistant (AMA) in a doctor's office—from appointment scheduling and chart creation to medical billing and coding.

Explore a Career in Medical Transcription
Learn how to transcribe the medical reports most often used in healthcare today, and discover how to get started and advance as a medical transcriptionist.

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SUITE BUNDLES

Accounting with Excel Suite
Administrative Assistant Suite
Adobe Value Suite
Aging and Health Bundle
Animal Lover Suite
Basic Computer Skills Suite
Computer Networking Suite
Creative Writing Value Suite
Digital Marketing Suite
Easy English Bundle
Entrepreneurship Suite
Event Planning Suite
Explore a Career in Healthcare Suite
Financial Analyst Suite
Global Health and Healing Bundle
Grant Writing Suite
Health and Well-Being Bundle
Health Care Entrepreneurship Bundle
Healthy Living Suite
Healthy Relationships Suite
Leadership Suite
Medical Office Basics Suite
Microsoft Office 2016 Value Suite
Mind-Body Therapies Bundle
New Career Suite
New Manager Suite
Nonprofit Management and Grant Writing Suite
Nonprofit Suite
Nutrition and Health Bundle
Pain Management and End of Life Bundle
Photography Suite
Presentation Skills Suite
Project Management Suite
Reading Strategies Suite
Real Estate Suite
Sales Training Suite
Self-Improvement Suite
Small Business Suite
Soft Skills Suite
Stock Trading Suite
Supply Chain Suite
Web Design Value Suite
Women’s Health Bundle
Workplace Law Essentials
Value Suite
Writing and Editing Value Suite

SERIES BUNDLE

A to Z Grant Writing Series
Accounting Fundamentals Series
C# Programming Series
Creating WordPress Website Series
Educator’s Fundamentals Series
Grammar Refresher Series
GRE Prep Series
HTML and CSS Series
Human Physiology Series
Java Programming Series
Medical Spanish Series
Medical Terminology Series
Microsoft Access 2016 Series
Microsoft Excel 2016 Series
Microsoft Word 2016 Series
Oracle Series
PHP and MySQL Series
Project Management Fundamentals Series
Project Management Professional (PMP) Prep Series
QuickBooks 2016 Series
QuickBooks 2017 Series
Speed Spanish Series
SQL Series
Supervision and Management Series
Teaching ESL Series
Visual Basic Series

TEST PREP

Advanced CompTIA A+ Certification Prep
Basic CompTIA A+ Certification Prep
CompTIA Network+ Certification Prep
GMAT Preparation
GRE Preparation - Part 1 (Verbal and Analytical)
GRE Preparation - Part 2 (Quantitative)
Intermediate CompTIA A+ Certification Prep
LPI Linux Essentials Exam Prep
LSAT Preparation - Part 1
LSAT Preparation - Part 2
Praxis Core Preparation
Prepare for the GED Math Test
Prepare for the GED Test

WRITING

Advanced Fiction Writing
Beginner’s Guide to Getting Published
Beginning Writer’s Workshop
Fundamentals of Technical Writing
Grammar Refresher
Grammar Refresher II
How to Make Money From Your Writing
Introduction to Internet Writing Markets
Introduction to Journaling

TEACHER PROFESSIONAL DEVELOPMENT

An Introduction to Corpora in English Language Teaching
An Introduction to Language Assessment in the K-12 Classroom
An Introduction to Task-based Teaching
An Introduction to Teaching English to Young Learners
An Introduction to Teaching ESL/EFL
Assessing Language Ability in Young Adults and Adults
Common Core Standards for English Language Arts K-5
Communicative Teaching for the ESL/EFL Classroom
Content Literacy: Grades 6-12
Creating a Classroom Website
Creating Classroom Centers
Creating the Inclusive Classroom: Strategies for Success
Developing ESL/EFL Listening Comprehension
Differentiated Instruction in the Classroom
Differentiating K-12 Assessments
Empowering Students With Disabilities
Enhancing Language Development in Childhood
Guided Reading and Writing: Strategies for Maximum Student Achievement
Guided Reading: Strategies for the Differentiated Classroom
Homeschool With Success
Integrating Technology in the Classroom
Language Learning Technologies for K-12 Teachers
Merrill Ream Speed Reading
Microsoft PowerPoint 2013 in the Classroom
Practical Ideas for the Adult ESL/EFL Classroom
Ready, Set, Read!
Response to Intervention: Reading Strategies That Work
Singapore Math Strategies: Advanced Model Drawing for Grades 6-9
Singapore Math Strategies: Model Drawing for Grades 1-6
Singapore Math: Number Sense and Computational Strategies
Solving Classroom Discipline Problems
Project Management Professional (PMP) Prep I
Project Management Professional (PMP) Prep II

ONLINE CLASSES

Teaching Writing: Grades 4-6
The Creative Classroom
The Differentiated Instruction and Response to Intervention Connection
Understanding Adolescents Using the Internet in the Classroom
Introduction to Screenwriting
Mystery Writing
Publish and Sell Your E-Books
Research Methods for Writers
Romance Writing
The Craft of Magazine Writing
The Keys to Effective Editing
Travel Writing
Write and Publish Your Nonfiction Book
Write Effective Web Content
Write Fiction Like a Pro
Write Your Life Story
Writerific: Creativity Training for Writers
Writing Essentials
Writing for Children
Writing for ESL
Writing the Fantasy Novel
Writing Young Adult Fiction
FREE JOB TRAINING INFO SESSION DAY:
Saturday, September 19th
9am-12noon
Attend one or more of our FREE virtual 1-hour job training course information sessions. Meet our dynamic instructors and learn about career opportunities, salaries, national certifications, classroom and homework requirements for our top Job Training Courses: Medical Billing & Coding, Medical Assistant, Pharmacy Technician, Phlebotomy Technician, Veterinary Assistant and Drone Pilot. RSVP Required. Please call 310-660-6460 to make your reservation to join the Zoom info session day.
Saturday, September 19, 2020
9:00-10:00AM Medical Billing & Coding
10:00-11:00AM Phlebotomy Technician
11:00AM-12:00PM Pharmacy Technician
9:00-10:00AM Veterinary Assistant
10:00-11:00AM Medical Assistant
11:00AM-12:00PM Drone Pilot

The El Camino Community College District is committed to providing an educational and employment environment in which no person is subjected to discrimination on the basis of actual or perceived race, color, ancestry, national origin, religion, creed, age (over 40), disability (mental or physical), sex, gender (including pregnancy and childbirth), sexual orientation, gender identity, gender expression, medical condition, genetic information, marital status, military and veteran status, or retaliation; or on any other basis as required by state and federal law.

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.
VIRTUAL FUN (pgs. 3-5)

Introduction to Paper Marbling (pg. 3)

Intro to Tile Art: A Virtual Studio Tour and Tile Art Package (pg. 3)

VIRTUAL JOB TRAINING (pgs. 5 & 14-17)

Medical Billing and Coding (pg. 6)

Pharmacy Technician (pg. 7)

FOR MORE INFORMATION OR TO REGISTER: CALL 310-660-6460
TEXT: (424) 279-4430 • commed@elcamino.edu
www.ECCommunityEd.com

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