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# Directory

## CONTINUING EDUCATION GENERAL INFORMATION & CATALOG REQUESTS (860) 512-2800

**Credit-Free Programs** .................. (860) 512-2800
- Director, Ann Bonney .......................... abonney@mcc.commnet.edu
- Program Assoc., Stephen Campiglio ........ scampiglio@mcc.commnet.edu
- Sec. II, Jessie Bradley ......................... jbradley@mcc.commnet.edu
- Ed. Asst., Steve Starger ....................... ststarger@mcc.commnet.edu

Offering courses for professional development and personal enrichment

**Business & Industry Services** ...... (860) 512-2813
- Director, Eileen Stern ......................... estern@mcc.commnet.edu

Providing employers and employees with workplace programs and training

**Computer Technology** .......... (860) 512-2808
- Coordinator, Bruce Manning ............... bmanning@mcc.commnet.edu

Providing state-of-the-art computer training

**EMT & Certified Nurse-Aide Training** (860) 512-2805
- Coordinator, Ann Machin .................... amachin@mcc.commnet.edu

Preparing students for the State exams

**Excursions in Learning** ............... (860) 512-2804
- Coordinator, Susan Meisler ................. smeisler@mcc.commnet.edu

Offering courses for high-achieving, academically motivated children

**Credit Extension Courses** .......... (860) 512-2803
- Dean, Melanie Haber ......................... mhaber@mcc.commnet.edu

Weekend College, Winter/Summer credit extension courses

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## What’s Your Subject?

**NEW**

We’ve added more than 70 new courses for the spring session.

Highlights include:

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www.mcc.commnet.edu  2  Continuing Education (860) 512-2800
Emergency Medical Technician (EMT) Training

This course prepares students for the Connecticut state-certified EMT examination, and provides them with the entry-level skills needed to work as an EMT. This course is also useful for members of police and fire departments and other emergency personnel. Applicants must be at least 18 years of age or have a waiver signed by a parent/guardian prior to acceptance in the program. All classes meet at South Windsor Ambulance Company, Sand Hill Road, rear of South Windsor Police Complex. Required text: AAOS 9th Edition Emergency Care. A CPR booklet is also required, available at MCC Bookstore.

• Those with prior college experience can proceed directly to the registrar. Please bring college credentials with you.
• Those with no college history will need to take a brief reading comprehension test (at no charge). Tests are given every Monday (until class fills), 10 a.m.-noon, MCC Bldg. LRC B149. No appointment is necessary; ask for Ann Machin. Please bring high school or GED diploma to testing site.
• Tuition ($350) is due at time of registration. Financial aid is not available.

CRN #11438 46 sessions, Mondays & Wednesdays, 1/29-6/27 (does not meet 2/19 & 5/28), 7-10 p.m. and 5 Saturdays, 7 a.m.-4 p.m. (dates to be determined)
Fee: $350
Instructor: Larry Gorman, E.M.S.I.

Certified Nurse-Aide (CNA) Training

The Certified Nurse-Aide training program is a 100+ hour course designed to prepare students with the entry-level skills needed to work as a CNA. This program provides both classroom instruction and hands-on practice and clinical experiences scheduled at a nursing facility in the community. A recent physical exam and TB test are required. Required text: Basic Skills for Nursing Assistants in Long Term Care, Sorrentino, available at MCC Bookstore for approximately $70.

• Those with prior college experience can proceed directly to the registrar. Please bring college credentials with you.
• Those with no college history will need to take a brief reading comprehension test (at no charge). Tests are given every Monday (until class fills), 10 a.m.-noon, MCC Bldg. LRC B149. No appointment is necessary; ask for Ann Machin. Please bring high school or GED diploma to testing site.
• Tuition ($600) is due at time of registration. Financial aid is not available.
• Upon completion of the course, $105 will be due when you apply to take the Connecticut State Certification Exam. The instructor will keep you informed of testing status.

CRN #11805 12 Wednesdays, 2/21-5/16, 6-10 p.m.
MCC Bldg. LRC B125; and 7 Saturdays, 3/17-5/12, 7 a.m.-3 p.m.
at Woodlake at Tolland Fee: $600
Instructor: Beverly A. Jones, R.N.

Your certificate will be printed with the name in which you register; be sure to use your legal name!
American Red Cross Standard First Aid with AED and CPR

The purpose of this course is to give students the knowledge and skills necessary to recognize and care for breathing and cardiac emergencies, and to provide basic care for injuries and sudden illness for adults. The course includes training on the use of an automated external defibrillator (AED) for victims of sudden cardiac arrest until advanced medical personnel arrive and take over. Upon successful completion of course requirements, students will receive certification in both Adult CPR/AED and Standard First Aid. A $6 fee (checks only) will be collected by the instructor for the Adult CPR card (one-year certification) and Standard First Aid card (three-year certification). Required texts: American Red Cross Adult CPR/AED Skills Card, American Red Cross First Aid Skills Card, and First Aid/CPR/AED Program Participants Booklet, available at MCC Bookstore.

CRN #11263 2 sessions, Tuesday & Thursday, 2/6-2/8, 6-10 p.m. MCC Bldg. LRC B144
CRN #11726 2 sessions, Tuesday & Thursday, 5/8-5/10, 6-10 p.m. MCC Bldg. LRC B144
Fee: $70
Instructor: Ezequiel (Memo) Alejandro has been a certified American Red Cross Instructor for more than 25 years.

Pharmacy Technician Certification Training

This comprehensive, 60-hour course will prepare students for entry-level positions in community, hospital and long-term care settings, and for the Pharmacy Technician Certification Board (PTCB) exam in order to receive national certification (exam not included). Topics will include medical terminology specific to the pharmacy, reading and interpreting prescriptions, and defining drugs by generic and brand names. Students will learn dosage calculation, I.V. flow rate, drug compounding, and dose conversion. Dispensing of prescriptions, inventory control, billing, and insurance reimbursement will also be discussed. Approximately three to six hours of clinical experience is mandatory and will be coordinated with the student. Please bring a calculator to class. Course fee includes: textbook, Connecticut Pharmacists Association fee, and clinical site expenses. Fees collected for this course do not include the PTCB exam fee, nor will the exam be given at our facility; please check the PTCB web site for more information (www.ptcb.org). Please note: Proof of high school diploma or GED is required to sit for the PTCB exam, but this proof is not necessary to take the course; also, anyone convicted of a felony is not permitted to sit for the exam. Prerequisite: A fluency in mathematics through algebra is required to complete necessary pharmaceutical calculations.

CRN #11396 20 sessions, Mondays & Wednesdays, 3/5-5/9, 6-9 p.m. MCC Bldg. LRC B144 Fee: $639
Instructors: Connecticut Pharmacists Association

Homeopathy: What Is It All About?

Homeopathy is a system of healing that uses extremely small doses of plant, animal, and mineral elements to stimulate the body’s immune system. This medicinal procedure benefits the young and old without any side effects. Would you like to know how to use the little white pellets in small blue tubes that you can usually find in any health food store? Come and learn about some common remedies, such as arnica, calendula, and hypericum, and how to use them for minor ailments like bruises and colds. CRN #11770 1 Thursday, 4/26, 7-9 p.m. EHCCC Room 6 Fee: $20
Instructor: Dr. Marie Mammone is a naturopathic physician who practices in Wethersfield. She has been involved with family nutrition for more than 20 years.

Managing Menopause

Are you fanning yourself like Cleopatra? Shedding clothing like an exotic dancer? Losing your car keys with increasing regularity? Stealthily securing extra padding? Playing Dr. Jekyll and Mr. Hyde in your own personal theater? You’re not crazy—your hormones are fleeing the scene and causing you to experience menopause. This workshop will explore the many options for coping with menopausal symptoms, such as “power surges,” weight gain, mood swings, forgetfulness, sleeplessness, and night sweats. This course is also appropriate for men who wish to understand more about what certain loved ones are experiencing, as well as what mid-life changes affect both sexes. CRN #11844 1 Tuesday, 3/20, 6:30-8:30 p.m. MCC Bldg. LRC B144 Fee: $15
Instructor: Cathy Brennan is the owner of Pathways Coaching in Dayville, CT, which provides individual and group coaching for weight loss and wellness. She received her Registered Nurse degree from the University of New York, Excelsior, and has published several articles on weight loss and holistic health.
Creative Pen & Ink Technique and Watercolor Wash

Pen and ink is a versatile medium in itself or combined with watercolor wash. In this course students will learn basic pen and ink technique, including how to create graded tones and textures, and how to use line weight to create depth. In addition, students will combine pen and ink technique with watercolor wash to further create depth. Students should bring the following materials: 14” x 17” plate finish drawing paper; rapidograph or Koh-i-noor pens (technical pens; a 3x0 point is fine); dip crow or drawing pens with waterproof India ink; 2B drawing pencils; white plastic eraser; and a ruler. Watercolor brushes, colors, and paper will be discussed in class.

CRN #11691 4 Saturdays, 4/14-5/5, 9:30 a.m.-12:30 p.m.
MCC Bldg. AST D109 Fee: $90
Instructor: Aleta Gudelski

Learn to Draw Portraits with Colored Pencil

In this sequel to Learn to Draw Portraits, open to all students with some drawing experience, the use of colored pencil will be introduced. Colored pencil is a wonderful medium for capturing a likeness. Learn to master basic colored pencil techniques; compose a portrait; create rich, believable skin tones; and create realistic hair and fabric. Students should bring the following materials: 9” x 12” Stonehenge Pad (or individual, plain white sheets); a Prismacolor Pencil set (48 or 72 set); 2B pencils (mechanical pencils are fine); a white plastic eraser; a kneaded eraser; and a ruler. Students should also bring personal photographs for reference. Materials will be further reviewed in the first class.

CRN #11690 6 Saturdays, 3/24-5/5 (does not meet 4/7), 1-3:30 p.m.
MCC Bldg. AST D109 Fee: $115
Instructor: Aleta Gudelski

Painting: Using Oils, Water-Based Oils, or Acrylics

Do you have a keen visual sense but need to learn the skills that will allow you to capture your visions in a painting? Or perhaps you’re a skilled artist who needs a little more information to give your work that special polish. Participants will work with traditional oil paints, acrylics, or the newer water-mixable oil paints. Each student will receive individual instruction in his or her medium of choice. Beginning students will learn some fundamentals of painting, including basic composition and color theory, while more advanced students will be encouraged to develop personal imagery. Students will choose their subjects—still life, abstraction, landscape, figure, or others. Students with materials should bring them to first class, along with an 18” x 24” white drawing pad, soft vine charcoal, a sharpened ebony pencil and a kneaded eraser. Students may bring in previous work as a point of departure.

CRN #11683 8 Fridays, 3/23-5/18 (does not meet 4/6), noon-2:30 p.m.
EHCCC Room 5
CRN #11684 8 Wednesdays, 4/25-6/13, 7-9:30 p.m. EHCCC Room 5
Fee: $115
Instructor: Estelle Laschever

Watercolor for Beginners

This crash course will take beginning students through the basics of watercolor technique and serve as a review for more advanced students. We will begin with a materials review and follow with demonstrations. Also, participants will explore mixing colors; loading and handling brushes; wet-on-wet and wet-on-dry techniques and washes; and possibly watercolor pencils. By the end of the workshop, participants will be doing simple paintings in color. Learn to take a relaxed attitude toward a medium that has the reputation of being difficult to control. A materials list will be handed out and discussed during the first class. Start-up costs: approximately $60. If you already own materials, bring them to the first class.

CRN #11703 6 Tuesdays, 3/6-4/10, 6:30-9 p.m. EHCCC Room 5
Fee: $115
Instructor: Estelle Laschever

Watercolor: The Next Step

Designed for individuals who have some basic watercolor experience, this course will give participants an opportunity to polish their present skills and learn new techniques through a selection of creative projects in a comfortable and encouraging atmosphere. If the class decides on having one session with a clothed model, then a model fee will be collected from each student. Participants should bring all watercolor supplies, including watercolor pencils, to the first class. A basic list of watercolor supplies is available upon request by calling Continuing Education at (860) 512-2800.

CRN #11908 6 Tuesdays, 4/17-5/22, 6:30-9 p.m. EHCCC Room 5
Fee: $115
Instructor: Estelle Laschever

Drawing: Pure and Simple

Students will learn to view things the way the old masters did—with an emphasis on a given light source and how it enables the artist to develop three-dimensional form. Students will also learn from instructor demonstrations and class critiques. Students will start with charcoal drawings of simple shapes, and then build upon one’s faculty of observation, working toward more complex statements, usually of dimensional form. Handouts on color theory will also be provided and applied to the use of pastels and drawing still-life subjects. Materials fee: $30, payable to instructor at first class, for a drawing pad, various pencils, erasers, and other materials.

CRN #11689 8 Fridays, 3/23-5/18 (does not meet 4/6), 9-11:30 a.m.
EHCCC Room 5 Fee: $150
Instructor: Estelle Laschever

Of Similar Interest

The Wadsworth Atheneum Museum of Art: Learning to Appreciate the Collection on page 26
Chinese Brush Painting
You will be introduced to the fundamentals of this ancient art form, using ink on rice paper to express and depict traditional flowers and butterflies. Develop your imagination, drawing and design skills, and expand your knowledge of Asian art. Learn from demonstration and practice under the gentle, patient and talented eye of your instructor, a graduate of the Central Academy of Fine Arts in Beijing. Materials fee: $20, payable to instructor at beginning of class. Please bring your lunch.
CRN #11764 1 Saturday, 3/10, 8:30 a.m.-2:30 p.m. 
EHCCC Room 5 Fee: $60
Instructor: Yuemei Zhang is a winner of many awards for both her painting and printmaking, and is an experienced teacher in both her native China and the U.S.

Chinese Brush Painting II
You’ve learned the fundamentals of this ancient art form and want to take your Chinese brush painting skills to the next level. Continuing the work begun in Chinese Brush Painting, the focus of this course will be floral subjects, and will introduce traditional Chinese water colors (rose red, yellow moon, and indigo), brush strokes, and wash. Students should bring supplies from the previous course (ink, brush, and unused rice paper), and the instructor will provide the Chinese water colors and a package of 9” x 13 1/2” white, brush painting paper. Materials fee: $20, payable to instructor at beginning of class. Please bring your lunch.
CRN #11761 1 Saturday, 3/3, 8:30 a.m.-2:30 p.m. 
EHCCC Room 5 Fee: $60

Dynamic Color Drawing
Students will explore the properties of color and how physical color can describe objects, as well as producing atmosphere and expression. All levels are welcome. Colored pencil, magic markers, crayons, and pastels will be used. Students should bring their sketch pad and colored pencils to the first class, at which time a more detailed list will be discussed.
CRN #11705 4 Thursdays, 3/29-4/19, 7-9 p.m. EHCCC Room 5 Fee: $60
Instructor: Jacqueline Peterson is a graduate of the University of Hartford and has been exhibiting her work and teaching a variety of art courses at MCC and in the Hartford area.

Learning from the Masters: Part II
Copying the old masters is a classic learning experience. Learn by doing in this hands-on art appreciation workshop designed for intermediate students. As a follow-up to Learning from the Masters (although Part I is not a prerequisite for Part II), participants will study and copy the work of five more great artists: Artemisia Gentileschi, Eugene Delacroix, Monet, Edward Hopper, and Emily Carr, using various media. Participants will also learn about the artists’ lives and experience how they used color, lighting, form and composition to become masters. Students should bring their sketch pad and pencils to the first class, at which time a more detailed list will be discussed.
CRN #11706 5 Thursdays, 4/26-5/24, 7-9 p.m. EHCCC Room 5 Fee: $75
Instructor: Jacqueline Peterson

Drawing in Nature
Students will develop their drawing skills in this class, using nature (seascapes, landscapes, cityscapes, flowers, etc.) as the subject. A variety of media will be used, including pen and ink, colored pencils, pastels, paint, and mixed media. Learn the versatility of each medium as we explore color, form, value and composition. Students of all levels are welcome. Bring a sketchbook and pencil to the first class; supplies will be discussed at that time.
CRN #11692 4 Saturdays, 3/31-4/21, 9:30 a.m.-12:30 p.m. 
EHCCC Room 5 Fee: $90
Instructor: Jacqueline Peterson

The Art of Flowers
Let your inner artist bloom! In this course, participants will apply a variety of media to the subject of flowers, including pen and ink, watercolor, colored pencil and pastels. Explore the versatility of each medium through color, form and composition. Bring a sketchbook and pencil to first class; supplies will be discussed at that time. Beginners to intermediates are welcome.
CRN #11812 4 Saturdays, 4/28-5/19, 9:30 a.m.-12:30 p.m. 
EHCCC Room 5 Fee: $90
Instructor: Jacqueline Peterson

Figure Drawing
This course will examine the fundamentals of figure drawing: proportion, form, gesture, contour, composition, and portraiture. The emphasis will be on exploration and response in a variety of media, including one or two sessions with a model. Required materials are: pencil, china marker or conté crayon, pen, vine charcoal, pressed charcoal, and large newsprint. Recommended text: The Natural Way to Draw, Nicolaides, available at your local bookstore. Materials fee: this will depend on how many models are hired; fee will be discussed in class.
CRN #11762 6 Saturdays, 3/3-4/7, 9:30 a.m.-noon 
MCC Bldg. AST D105 Fee: $115
Instructor: Amy Burris earned B.A. degrees in art and French before gaining her teacher certification in art. She has taught abroad, and in area schools since 1993.

Introduction to Shamanic Art: Creating from the Heart
Join this Mayan shamanic painter for an exciting exploration into your creative abilities. Learn to combine methods of the ancient art of shamanic meditation, including reflective journeys and dreams, with the creation of various artistic projects, including masks, mixed media paintings, and drawings. You will also learn about the history and cultural significance of shamanism and its continued use in modern-day society. Materials fee: $50 for canvases, papier maché, paint, beads, collage materials, and brushes, payable to instructor at first class.
CRN #11674 6 Wednesdays, 4/11-5/16, 7-9 p.m. MCC Bldg. AST D105 Fee: $75
Instructor: Balam Soto, a recognized Mayan artist from Guatemala, incorporates familial traditions of shamanism into his artwork and his teaching. As a self-taught painter, he has developed a unique style of contemporary shamanic art. He exhibits widely in area galleries, and is the owner of Nahual Balam Studio in Hartford.
The Art of Self-Expression through Mask-Making
Join this master artist for a revealing journey into the rich and diverse world of mask making. Mask making is one of the oldest art forms practiced by humankind. Learn how it has developed over the ages in different cultures. Using various techniques and mixed media, develop your own style and create a unique series of painted masks. Materials used will include papier machè, acrylic paint, semi-precious stones, mirrors, and seeds. Materials fee: $50, payable to instructor at first class.
CRN #11669 8 Tuesdays, 3/27-5/15, 7-9 p.m.
MCC Bldg. AST D132 Fee: $99
Instructor: Balam Soto

Central American Style Jewelry
Join this master artist in creating unique Central American style jewelry, which combines wire-bending techniques with stones and beads. Explore the history, color and texture of this style, while crafting fashionable, striking necklaces and bracelets. Materials fee: $50, payable to instructor at the beginning of the first class for a set of pliers, wire, hooks and clasps, assorted semi-precious gemstones, and beads.
CRN #11697 8 Mondays, 3/26-5/14, 7-9 p.m. EHCCC Room 3 Fee: $99
Instructor: Balam Soto

Creating Fine Silver Jewelry:
More of Precious Metal Clay
Craft fine silver jewelry as though you are playing with clay. No prior artistic or metals experience necessary. Beginners may create at your own pace with this exciting new material that combines the pliability of clay with the elegance and permanence of precious metal. This course will teach you the following skills: how to form a jewelry object by rolling, cutting, molding and stamping precious metal clay (PMC+); stone setting to create a piece with gems; mold making and texturing shortcuts; and finishing and antiquing your jewelry choices, such as pendants, earrings, charms, bracelet elements, and simple beads. Materials fee, payable to instructor at class: $65 for one package of PMC+; use of the kiln; forming, texturing, and carving tools; finishing and polishing materials; one 4 mm cubic zirconium; and appropriate findings. Please note: the materials fee may vary with the manufacturer’s price. Additional PMC+ and gemstones will be available for purchase. Materials list will be sent prior to class start. Prerequisite: Precious Metal Clay I: Creating Silver Jewelry or permission of instructor. Please bring your lunch to class.
CRN #11700 1 Saturday, 4/14, 9:30 a.m.-6 p.m.
EHCCC Room 6 Fee: $70
Instructor: Judith E. Goldstein

Silver with a Twist: Chaining and Bracelet
Fun for Beginners
Learn a new skill and create your own silver bracelet in one evening! No special jewelry skills are necessary for this class. The instructor will demonstrate how to assemble ready-made, sterling “jump” rings into a variety of chain patterns from simple to intermediate. After constructing a few samples as a permanent reference, you will proceed to a design of your own choosing. Based on complexity and timing, students may have the option of creating more than one piece, expanding into a necklace or adding a pair of matching earrings. Materials fee: $46 for sample and silver supplies, payable to instructor at class. Please note: the materials fee is dependent on the metals market at the time the class starts; therefore, this fee is subject to change. Materials list to be mailed prior to class start.
CRN #11701 1 Monday, 4/16, 6-10 p.m. EHCCC Room 6 Fee: $35
Instructor: Judith E. Goldstein

Silver with a Twist II: Chaining and Bracelet
Duet in an Evening
Enhance your jewelry techniques for chaining by leaning two new pattern designs: the double rope and the flat chain mail. Use pliers to connect, without solder, 16 g. sterling jump rings. Students will learn both patterns and then choose one with which to create their own bracelet in an evening. Work at your own pace in a supportive environment and learn by demonstration and doing. In just a few hours, you will have created a significant piece of jewelry worth much more than your lab fee. You will advance your skills, design your own jewelry, and be able to create gifts and/or augment other interests, such as precious metal clay or beading. Materials fee: $46 for silver supplies, payable to instructor at the beginning class. Please note: the materials fee is dependent on the metals market at the time the class starts; therefore, this fee is subject to change. Materials list to be mailed prior to class start. Prerequisite: Silver with a Twist is preferable, but students may self-select.
CRN #11702 1 Monday, 4/23, 6-10 p.m. EHCCC Room 6 Fee: $35
Instructor: Judith E. Goldstein
Introduction to Wire Jewelry
In this class you will learn some basic wire working techniques, as well as solder-less chain-making. Mix and match these techniques to create one-of-a-kind silver jewelry, or to enhance your own beadwork. Jewelry styles will include jump rings, flower chains, wrapped loops, S links, embellishments, spirals, and heart links. The techniques of forging and oxidizing will also be taught. A supply list will be mailed to students before the first class. Samples of this jewelry can be viewed at the instructor’s web site: www.bellefirebeads.com.
CRN #11698 3 Thursdays, 3/22-4/5, 6:30-8:30 p.m. EHCCC Room 2
Fee: $40
Instructor: Kris Plimpton is a mixed media artist with a passion for beads and wearable art. She teaches many jewelry-making workshops throughout Connecticut, as well as in her studio in Mansfield, CT.

Freeform Bead Embroidered Pendant
In this workshop you will create a unique art piece using a variety of bead embroidery techniques with semi-precious stones and seed beads. You will also explore an assortment of surface embellishments, as well as fringe and finishing techniques, to create this one-of-a-kind treasure. A supply list will be mailed prior to the first class.
CRN #11673 4 Tuesdays, 3/27-4/17, 6:30-9 p.m. EHCCC Room 2
Fee: $65
Instructor: Kris Plimpton

Spiral Rope Lariat with Branch Fringe
Come create a beautiful, flowing lariat using an easy-to-master spiral weave technique. You will also learn to create a cascade of glass leaves, flowers, and branches that will transform your necklace into a gorgeous art piece. Samples of this jewelry can be viewed at the instructor’s web site: www.bellefirebeads.com. Materials fee: $25, payable to instructor at first class.
CRN #11672 3 Thursdays, 5/3-5/17, 6:30-9 p.m. EHCCC Room 2
Fee: $50
Instructor: Kris Plimpton

Jewelry Design and Metalsmithing
Sawing, filing, piercing, riveting, soldering, and fusing. Sound like fun? Now apply those tasks to jewelry making and metalsmithing. Still sound like fun? If your answer is yes, this course is for you. The instructor, an experienced jewelry maker, metalsmith, and teacher, will guide students through hands-on lessons in the essentials of jewelry making and working with metals. Participants will learn to saw, file, pierce, rivet, fuse, and solder silver and copper into earrings, rings, pins, pendants or other small sculptural objects. No previous experience is required. Materials fee: $10-$20 (depending on class size), payable to instructor at first class for sandpaper, solder, drill bits and metal class. A list of necessary tools (approximate cost: $20-$75) will be mailed prior to class start. Please bring a sketch pad, pencil and an extra fine Sharpie marker to class. Tap your inner creativity with a master artist, find a calling or start. Please bring a sketch pad, pencil and an extra fine Sharpie marker to class. Materials fee: $25, payable to instructor at first class.
CRN #11761 4 Saturdays, 4/14-5/5, 10 a.m.-1 p.m.
MCC Bldg. AST D132 Fee: $110
Instructor: Carla Polek has an M.F.A. in jewelry design and metalsmithing from Southern Illinois University and a B.A. in applied design from San Diego State University. She teaches metalsmithing at Holyoke Community College and is widely exhibited.

Wax Painting (With Melted Crayons): A Unique Technique
Come learn to paint without a brush. You will be introduced to a unique painting tool—a thin, rectangular piece of sheet metal used as both your palette and brush. You will learn the process of melting wax onto the metal palette and four different strokes to mix and melt various colors of wax as you create your own colorful and intricate floral designs in a framed art. In addition to painting flowers and leaves, you will learn other subjects, such as fish and butterflies. You will also learn how to apply this technique to enhance greeting cards, scrapbooks, photo albums, invitations, and stationery. Students should bring a lunch.
CRN #11809 1 Saturday, 3/17, 10 a.m.-2:30 p.m. EHCCC Room 5
Fee: $25
Instructor: Cecile Avila has taught wax painting at the Manchester Senior Center and for the West Hartford Board of Education, and is a member of the Manchester Art Association. For many years, she was an elementary school teacher in the Philippines, where she also facilitated various art workshops for the Board of Education.

Introduction to Printmaking: Etching and Aquatint
Throughout this three-evening workshop, participants will learn the history of intaglio printing, the process by which images are etched into copper plates using an etching solution—a 15th-century Italian technique first used to mass-produce imagery for book publication. Students will ink their own plates and print them on hand-made printmaking paper. Additionally, students will learn what comprises an edition of prints and how to sign their own prints in preparation for matting and framing. Students will be guided through the exciting stages of developing a hand-pulled print, and by the final class, will have a number of signed prints ready for matting and framing. No previous printmaking experience is required. Materials fee: $25 for printing plates, inks, additives, and printmaking paper, payable to instructor at the beginning of the first class.
CRN #11693 3 Wednesdays, 2/28-3/14, 6-9 p.m. MCC Bldg. AST D110
Fee: $70
Instructor: Trudy M. Mitchell maintains a printmaking studio in Bolton, Mezza Luna Studio. She is an experienced teacher in both printmaking and secondary English.

Printmaking Level II: Etching and Aquatint for Experienced Printmakers
In this follow-up course to Introduction to Printmaking, experienced printmakers will have the opportunity to develop plates from previous workshops or create new plates using mark-making techniques in a variety of printing processes. In order to increase tonal variations in the plates, students may choose to explore the aquatint process of spit-bite, whereby tonal variations are achieved by direct application of ferric chloride onto the plate or by using scrapers, burnishers and rockers to control the tonality of their images. Students will further develop their images through the use of a multiple-plate registration process. The experience of layering colors and textures produces an exciting complexity not achievable in a single-plate printing process. Students will use 5" x 6" copper plates and should bring an image or series of images that are compatible with those dimensions. Prerequisite: Introduction to Printmaking, or some printmaking experience. Materials fee: $30 for printing supplies payable to instructor at the beginning of the first class.
CRN #11696 5 Wednesdays, 3/21-4/25 (does not meet 4/18), 6-9 p.m.
MCC Bldg. AST D110 Fee: $115
Instructor: Trudy M. Mitchell
Celebration of Printmaking!

In this six-hour workshop, printmakers will have the opportunity to enjoy an extended session for working with their plates in order to fully develop editions begun in earlier printmaking classes. This course is open to printmakers at all levels, and for students to learn from and be inspired by other students. The instructor will work individually with students throughout the day and will assist in processes as needed. Don’t miss this opportunity to more fully realize your artistic vision in a highly focused environment. Printmaking paper and 5” x 6” printmaking plates will be available for purchase at the beginning of class. Students should bring a lunch. Materials fee: S12 for other printing supplies payable to instructor at the beginning of class.

CRN #11694 1 Sunday, 3/18, 9:30 a.m.-4 p.m. MCC Bldg. AST D110
CRN #11695 1 Sunday, 4/29, 9:30 a.m.-4 p.m. MCC Bldg. AST D110
Fee: $40
Instructor: Trudy M. Mitchell

Custom-Made Greeting Cards

Custom-made greeting cards and invitations are the new trend, and you do not need to be a professional artist to join in the fun. Impress your friends and family after learning just a few key steps. We will also cover creating customized gift tags, bags, and boxes, as well as “thank you,” “get well” and birthday cards. Materials fee: $10, payable to instructor at first class.

CRN #11686 4 Tuesdays, 2/6-2/27, 7-9 p.m. MCC Bldg. Lowe L142
CRN #11687 4 Tuesdays, 3/13-4/3, 7-9 p.m. EHCCC Room 6
Fees: $45
Instructor: Lisa Korstanje-Lee, a graduate of MCC, is a programmer, analyst and consultant by day, and a demonstrator for Stamping Up® by night.

Cut and Fold Original Paper Designs

You’ll be amazed at what you can create! This course is ideal for origami lovers, scrapbookers, elementary school teachers, parents of small children, and anyone who’s looking for an extra flair in their lives. If you can work scissors and fold paper, then you can learn how to create original and amazing figures. Let your hands shape a butterfly in barely a minute; make a 3-D dragonfly that can stand delicately on your palm; cut and fold wonderful enhancements for scrapbooking and greeting cards; fashion an aerodynamic paper airplane that is sure to bring delight; and bring your newfound talent home to continue designs on your own. Students may also register again for the second class and learn even more new designs.

Materials fee: $5, payable to instructor at the beginning of class, for paper supplies.

CRN #11670 1 Saturday, 4/21, 9:30 a.m.-12:30 p.m.
MCC Bldg. LRC B144 Fee: $20
Instructor: Sal Giadone, born and raised in Italy, has his teacher’s certification in science and physics, and specializes in teaching problem-solving skills. He has taught cut-and-fold paper art for Wethersfield Adult Education and is also a substitute teacher at South Windsor High School.

Chair Caning: Seat Weaving Workshop

Reweave the seat of your favorite chair using cane, fiber rush or reed split. This course is designed for individuals interested in professional and traditional seat-weaving techniques (including secrets of the trade). It is a demonstration and hands-on course with personal attention. Most chairs can be completed during the class duration. However, difficult or unusual chairs may need a repeat course. All materials, except your special chair, can be purchased from the instructor for $10 to $40. Bring your lunch on Saturday.

CRN #11872 3 sessions: 1 Friday, 4/27, 6:30-10 p.m.; 1 Saturday, 4/28, 9 a.m.-5 p.m.; & 1 Sunday, 4/29, 12:30-5 p.m. MCC Bldg. V1 V101
Fee: $99
Instructor: Janice Bennett, a third-generation chair caner, has conducted public demonstrations and classes for more than 20 years.

Flower Arranging

The art of flower arranging adds beauty to the home, serves as a meditative craft, and brings joy to others. Learn the techniques and mechanics of fresh flower arranging. Create styles and designs of artistic expression using fresh flowers and related materials. A different flower design will be introduced each week, with the last week reserved for free-form or a combination of designs. This hands-on workshop is for both the novice who simply loves flowers and for the intermediate with some flower arranging experience. Materials fee: $15 per session, or students may bring their own flowers. If you are bringing your own supplies, please call Continuing Education at (860) 512-2800 for a materials list.

CRN #11797 7 Wednesdays, 2/21-4/4, 7-9 p.m. MCC Bldg. LRC B129
Fee: $90
Instructor: Robert Buettner has been a florist since 1966, and owns and operates Paul Buettner Florist in East Hartford. He taught flower arranging at MCC during the 1990s. One of Bob’s recent students remarked, “He not only knows his craft; he is an effective instructor, encouraging students to use their creativity.”

Flower Arranging II

The success of Flower Arranging has prompted this continuation course. The focus will be on color and technique, and a variety of styles will be taught. Although the previous course is not a prerequisite, some basic knowledge and experience with flower arranging is helpful. Materials fee: $15 per session, or students may bring their own flowers. If you are bringing your own supplies, please call Continuing Education at (860) 512-2800 for a materials list.

CRN #11798 7 Wednesdays, 4/11-5/23, 7-9 p.m. MCC Bldg. LRC B129
Fee: $90
Instructor: Robert Buettner
WHAT IS THE FELDENKRAIS METHOD®?

A powerful way to eliminate stress and pain from your body. Through slow, easy, deceptively simple and ingeniously designed movements that are done on the floor, the body quickly comes into balance. Through stress, injury, disability, habit, or imitating the movements of others (e.g., a child copying a parent’s walk), many of us develop chronically sore, tight muscles and stiff joints. Habitual movements become unconsciously ingrained in our minds. This “stiffness” is registered in the brain and plays itself over and over again like a tape loop. Dr. Feldenkrais spent a lifetime discovering how to stop this tape loop and restore the body to health. There are more than 2000 Feldenkrais® lessons, which have a direct effect on every part of the body. The result is fluid, pain-free movement, and increased coordination and flexibility. Instructor: Karen Emerick has facilitated holistic health and personal growth workshops for more than 25 years. She helps students empower themselves toward increased movement, freedom from pain, and enhanced well-being.

Help for Stiff Neck, Tight Shoulders, Aching Back

Stiff neck? Tight shoulders? Aching back? There is a simple solution! Through stress, injury or habit, many of us develop chronically sore, tight muscles and stiff joints. This “stiffness” is registered in the brain and plays itself over and over again like a tape loop. Learning how to stop that tape is what the Feldenkrais Method® is all about. This gentle exercise will soon have your stiff and aching joints feeling freer and more mobile. These deceptively simple, ingeniously designed movements are done on the floor. Participants must be physically able to negotiate themselves to and from the floor position. Please bring a mat (the length of your body), a bath towel, and two small, hard pillows (couch pillows are good). Dress warmly in layers, and wear loosely fitting clothes.

CRN #11786 2 Wednesdays, 2/21-2/28, 6-8:30 p.m. EHCCC Room 1
Fee: $50

Maximum Flexibility

Whether you participate in dance, Pilates, yoga, martial arts, sports, or weight lifting, or whether you just want to feel healthier and “move like you used to,” the Feldenkrais Method® will enable you to take your discipline to new heights farther and faster than any movement modality in existence today. Your range of motion will dramatically increase in one hour! Your exercise or practice routines will reach new, unimaginable levels. What keeps your body from increasing its flexibility? Habitual patterns of movements that register in your brain play themselves over and over again. Learn how to free yourself from these patterns. Participants will learn a deceptively simple, ingeniously designed set of gentle movements that are done on the floor. You will soon feel freer in your movements and more mobile in your joints, while increasing your range of motion. Please bring a cushioned mat the length of your body (a yoga mat is not appropriate), a bath towel, and two small, hard pillows (couch pillows are good). Dress warmly in layers and wear loosely fitting clothes.

CRN #11794 2 Wednesdays, 3/7-3/14, 6-8:30 p.m. EHCCC Room 1
Fee: $50

Say It! Sing It! Find Your Voice!

Develop a fuller, richer voice. Whoopi Goldberg and Helen Hayes are among the many famous actors who use the Feldenkrais Method® of voice, movement, and breathing education. This method teaches you to “find your voice” in a fun, relaxed, effortless way, while lying on the floor. Old patterns of muscle contraction in the throat, chest, and inside the mouth melt away, as new, more relaxed, fluid patterns manifest, resulting in greater vocal range and rich vocal tones. Whether you’re a singer, actor, speaker, or someone who wants to improve your vocal delivery, there’s something for everyone in this class. As one student said, “I used to be embarrassed, sounding like a frog. I was never able to sing. Now I carry a tune with confidence.” Please bring a mat the length of your body, a bath towel, and two small, hard pillows (couch pillows are good). Dress warmly in layers and wear loosely fitting clothes.

CRN #11793 3 Mondays, 3/5-3/19, 6-8:30 p.m. EHCCC Room 1
Fee: $75

Give Your Face a Lift!

Feel the stress melt away. Your facial muscles will soften as your jaw loosens, transforming your face into a younger looking you! People often report seeing a spark return to their eyes, their voice deepens, and jaw pain disappears. The habitual contraction of the muscles of the face dissolve, resulting in a natural look of health. As an added benefit, the face (just like the foot) has areas that connect to different organs and glands of the body. So, by giving your face a lift, you will in turn relax the entire body. Please bring a mat the length of your body, a bath towel, and two small, hard pillows (couch pillows are good). Dress warmly in layers and wear loosely fitting clothes.

CRN #11795 2 Wednesdays, 3/21-3/28, 6-8:30 p.m. EHCCC Room 1
Fee: $50

Massage: Hands-On Healing

The origins of the integral part of your body, mind, and spirit. With the reemergence of holistic-health theories and therapies, therapeutic massage is experiencing a renaissance. Learn step-by-step techniques in this hands-on workshop for the beginner. Practice head, neck, shoulder, back and arm massage. Not only does it feel good, massage speeds the return of un-oxygenated and toxic blood from the extremities and shortens recovery time from muscular strain by flushing the tissues of tight muscles and stiff joints. This “stiffness” is registered in the brain and plays itself over and over again like a tape loop. Dr. Feldenkrais spent a lifetime discovering how to stop this tape loop and restore the body to health. There are more than 2000 Feldenkrais® lessons, which have a direct effect on every part of the body. The result is fluid, pain-free movement, and increased coordination and flexibility. Instructor: Diane Marion is a nationally certified, Connecticut-licensed massage therapist, herbalist, Usui Reiki master/teacher and Doula, who has been practicing for more than two decades. She is the owner of a massage therapy practice, Changes at Hand, in Willimantic, which offers services that nurture the mind/body/spirit connection and holistic healing.

CRN #11743 1 Saturday, 2/17, 10 a.m.-2 p.m. MCC Bldg. AST D213
CRN #11744 1 Saturday, 5/19, 10 a.m.-2 p.m. MCC Bldg. AST D213
Fee: $35

Instructor: Diane Marion is a nationally certified, Connecticut-licensed massage therapist, herbalist, Usui Reiki master/teacher and Doula, who has been practicing for more than two decades. She is the owner of a massage therapy practice, Changes at Hand, in Willimantic, which offers services that nurture the mind/body/spirit connection and holistic healing.
First Degree Reiki Training
Awaken your dormant healing abilities in this daylong workshop. Learn a thorough history of Reiki from its ancient origins to its adaptation to the modern office, hospital, and daily life. Participants will learn about the chakra system, Reiki principles, hand positions for healing, and attunement to awaken one’s ability to heal. Participants will also discuss the benefits of Reiki for both the client and practitioner. This class includes two Reiki sessions: one as a recipient and one as a Reiki practitioner. Please bring a blanket, pillow, and your lunch to class.

CRN #11735 1 Saturday, 3/24, 9 a.m.-4:30 p.m. MCC Bldg. AST D213 Fee: $150
Instructor: Dory Dzinski is a body-centered psychotherapist, pastoral counselor, and energy therapist in private practice. She is President Emeritus of the Connecticut Holistic Health Association and editor/publisher of the magazine, The Door Opener.

Second Degree Reiki Training
Building on First Degree Reiki Training, this workshop introduces the first three ancient, sacred Reiki symbols that are used to discover the root of one’s problems, as well as to heal through distance and assist in the gentle release of emotions. Participants will also learn to create a sacred space, use meditation to connect to one’s guides, and learn how to construct and utilize a crystal grid. At the end of the workshop, students will incorporate the Reiki symbols to give and receive a full Reiki session and to send a distance healing as a second degree Reiki practitioner. Please bring a blanket, pillow, and your lunch to class.

CRN #11736 1 Saturday, 4/21, 9 a.m.-4:30 p.m. MCC Bldg. AST D213 Fee: $150
Instructor: Dory Dzinski

Reiki III: Master
This workshop teaches Reiki practitioners about three additional sacred Reiki symbols to access healing on a spiritual level. Participants will utilize and receive advanced psychic healing during this hands-on session. Please bring a blanket, pillow, and your lunch to class.

CRN #11737 1 Saturday, 5/12, 9 a.m.-4:30 p.m. MCC Bldg. AST D213 Fee: $150
Instructor: Dory Dzinski

QiGong: Meditative Movements for Health and Wellness
QiGong (sometimes called “chi kung”) exercise systems have been practiced in China by millions of people since ancient times. There are various types and schools of QiGong, all of which in some form combine movement and meditation to help promote well-being and heal the body on many different levels. As a result of its effectiveness, it has attracted more than 20 million practitioners worldwide. While the main focus of QiGong is on cultivating healing energy, it also can be used as a means to deepen one’s spiritual awareness. Regular practice of QiGong may help prevent and treat disease, reduce stress, and better integrate the body/mind/spirit connection. Participants will learn QiGong exercises that can be practiced at home. The history and theory of QiGong will also be discussed.

CRN #11738 3 Thursdays, 3/29-4/12, 7-8:15 p.m. MCC Bldg. LRC B213 Fee: $25
Instructor: John Mammone is a licensed acupuncturist with an M.A. from the Oregon College of Oriental Medicine.

The Art of Ayurveda
The word Ayurveda is formed by linking the Sanskrit words “ayur” (life) and “veda” (knowledge). Translated, Ayurveda means the art and science of living. Ayurveda is the oldest system of medicine in the world, tracing its roots to ancient India (1500 B.C.). Ayurveda uses a full repertoire of natural elements—foods, spices, herbal medicines, colors, metals, gems, and sound—to treat and overcome illness and to continually strengthen the body and mind. Learn the basics of this ancient practice and how diet, cooking, yoga, breath work, meditation, exercise, and a vast pharmacopoeia can be employed to help an individual achieve balance. Please bring a yoga mat or blanket for floor exercises, dress in comfortable clothing or exercise attire, and come with an empty stomach. Materials fee: $10, payable to instructor at first class, for dried herbs and roots used for everyday household remedies for flu, indigestion and minor ailments.

CRN #11773 5 Saturdays, 4/21-5/19, 9-11 a.m. MCC Bldg. AST C210 Fee: $65
Instructor: Shalini Sharma was born and raised in India. She earned her bachelor’s and master’s degrees from Meerut University, India, as well as a diploma in Indian classical dance. She is also certified in Ayurvedic healing practices and teaches others to use this ancient healing system to create wholeness in mind, body and spirit.

Breathing Pranayama
A Hatha Yoga proverb states that “when the breath wanders, the mind is unsteady, but when the breath is still, so is the mind.” Students will learn how to breathe properly; the functions of proper breathing; the types of breathing; and the parts of each breath. Pranayama is the link between the mental and physical disciplines of yoga, and while the action of breathing is physical, the desired effect is to make the mind calm, lucid, and steady. Proper breathing will also improve the respiratory system, clear nasal passages, strengthen the heart muscle, and improve concentration.

CRN #11803 4 Saturdays, 4/28-5/19, 8:30-9:30 a.m. MCC Bldg. LRC B144 Fee: $40
Instructor: Davender Khokhar, Ph.D., is an Ayurvedic practitioner who has worked in Mother Theresa’s home for orphans in New Delhi and at the American Embassy School in India. She teaches in various fitness and wellness programs, including those at MCC.

Therapeutic Yoga
This class will provide participants with a guide to get their bodies and lives back after illness, surgery or injury. The class is also appropriate for older adults. The sessions are individually guided using breathing and relaxation techniques to promote harmony, as well as stretching, movement and posture positions to improve circulation and increase flexibility. The techniques taught in this class are appropriate for both beginners and advanced yoga students.

CRN #11802 4 Saturdays, 4/28-5/19, 9:45-10:45 a.m. MCC Bldg. LRC B144 Fee: $40
Instructor: Davender Khokhar

Of Similar Interest
See Fitness & Recreation courses on pages 33-37.
Foot Massage: The Full-Body Pick-Me-Up

Foot massage does more than just make your feet feel better. Asian physicians have known for centuries that the soles of your feet contain thousands of nerve endings, each connecting to a gland, organ, or muscle somewhere else in your body. Massaging your feet increases your circulation, relaxes your muscles, drains your sinuses, stimulates your organs and glands, and gives you an instant, full-body “pick-me-up.” In this course, you’ll learn the “mapping” of your body through your feet and practice specific techniques on yourself and others. Feel transformed and revitalized! Students should dress comfortably and bring a mat, pillow, pencil, and paper.

CRN #11739 1 Thursday, 3/22, 6-9 p.m. MCC Bldg. Lowe L142
Fee: $30
Instructor: Karen Emerick

Meditation as a Life Skill

In order to be successful with your goals for the coming year, it is important to find a quiet place within yourself to experience calm, focus and clarity. Learn how meditation can help relieve your anxiety, distraction and internal clutter, and give you the ability to listen to your innate wisdom. We will discuss and experience silent, guided, breath-focused, body-focused and prayerful meditation. You will learn a variety of techniques to enhance your meditation. We will also discuss how to evaluate if you’re doing it “right.” Join us in this journey to physical, emotional and spiritual well-being. Feel free to bring a pillow, mat or blanket if you wish to sit on the carpet. Journalers, please bring your notebooks along.

CRN #11746 2 Thursdays, 3/15-3/22, 7-9 p.m. MCC Bldg. LRC B144
Fee: $35
Instructor: Dory Dzinski

Forgiveness: The Key to Freedom

“Forgive? You’ve got to be kidding! Never!” Such is the sentiment of many people. However, pain, hurt, and negative emotions take up a lot of space in the heart, space that could be used for much more powerful and positive emotions. In this class, we will discuss the basic concepts of forgiveness and the common misconceptions that often prevent us from allowing the gift of forgiveness in our lives. We’ll also discuss some specific tools and techniques that will help in the healing process. Class will end with a beautiful, guided meditation. Come and set yourself free!

CRN #11740 1 Thursday, 4/12, 6-9 p.m. MCC Bldg. Lowe L142
Fee: $30
Instructor: Dory Dzinski

Who Am I Really?

This lighthearted, fun-loving class will help you connect with who you really are, not who everyone wants you to be. Emphasis will be on looking at who you are at home, at work, and in your social life. Class will consist of visualizations and guided imagery, interesting surveys, artwork, and lots of laughs. Join us and (re)discover the real you hiding deep down inside.

CRN #11750 1 Monday, 5/14, 6-9 p.m. MCC Bldg. Lowe L142
Fee: $30
Instructor: Dory Dzinski

These classes are enrichment programs and do not necessarily reflect the views of MCC.
How to Talk to Your Angels
Join us in this hands-on workshop to discover how easy it is to meet your angels and receive personal messages in writing. Literally thousands of people around the world have learned to talk with their angels using seven simple steps. Discover how to access your angels to enlist their help with a particular problem, or to receive inspiration, love, and support on a daily basis. Learn the name of your personal angel who just may help you find the answers you have been searching for. The techniques learned in this workshop can be used to tap into your personal source of angelic power for guidance, love, and spiritual growth throughout your life.

CRN #11748 1 Friday, 3/16, 6:30-9 p.m. MCC Bldg. LRC B144
CRN #11749 1 Friday, 5/18, 6:30-9 p.m. MCC Bldg. LRC B144

Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond I
Continue on your path with more instruction and insights about your psychic powers. Wear comfortable clothing and bring pen and paper to class.

CRN #11845 1 Thursday, 5/24, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond II
CRN #11846 1 Tuesday, 3/20, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond III
Continue on your path with more instruction and insights about your psychic powers. Wear comfortable clothing and bring pen and paper to class.

CRN #11844 1 Thursday, 5/24, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond IV
CRN #11843 1 Tuesday, 3/20, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond V
CRN #11842 1 Tuesday, 3/20, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond VI
CRN #11841 1 Thursday, 5/24, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond VII
CRN #11840 1 Tuesday, 3/20, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond VIII
CRN #11839 1 Tuesday, 3/20, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond IX
CRN #11838 1 Thursday, 5/24, 6-9 p.m. MCC Bldg. LRC A108 Fee: $60
Instructor: Joyce Orcutt

Beyond the Beyond X
Continue on your metaphysical path with more instruction and insights about your psychic powers. Prerequisite: Beyond the Beyond I through IX. Wear comfortable clothing, and bring pen and paper to class.

CRN #11847 1 Saturday, 5/19, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B144
CRN #11848 1 Tuesday, 4/3, 6-9 p.m. MCC Bldg. LRC C203
CRN #11849 1 Saturday, 3/10, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208
CRN #11850 1 Saturday, 3/24, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208
CRN #11851 1 Saturday, 5/19, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208

Fee: $45
Instructor: Beth C. Burgess is a certified Angelspeake™ facilitator. She was trained by Barbara Mark and Trudy Griswold, authors of the bestselling book, Angelspeake: How to Talk With Your Angels.

Hope and Friendship
Hope through the alchemy of friendship becomes one of the most treasured medicines in life. Think for a moment what happens when someone is facing an illness or some tragic element in life. What is it that is needed? Students will use a book by Jerome Groopman, M.D., as a springboard for an exploration of the commingling of hope and friendship in situations of difficulty. Supplementing this exploration will be examples drawn from art, music, and poetry, and how they address hope and friendship. Required text: The Anatomy of Hope: How People Prevail in the Face of Illness, Groopman, available at MCC Bookstore.

CRN #11847 4 Mondays, 3/5-3/26, 7-9 p.m. MCC Bldg. AST C203
CRN #11848 1 Tuesday, 4/3, 6-9 p.m. MCC Bldg. LRC C203
CRN #11849 1 Saturday, 3/10, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208
CRN #11850 1 Saturday, 3/24, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208
CRN #11851 1 Saturday, 5/19, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208

Fee: $50
Instructor: Henry Millan, Jr., D.Min., is a retired minister and professional therapist who founded the West Hartford Pastoral Counseling Center in 1973. He has been teaching adult education classes for more than 20 years.

An Introduction to Pagans, Witches and Wicca
What most of us know about witches and witchcraft comes from pop culture (“Charmed,” “Harry Potter”) or from our dim memories of historical events and classic literature (Salem witch trials, “Macbeth”). There’s a lot more to Wicca and paganism, or “the old religion,” than the clichéd image of black-clad hags riding the skies on broomsticks. Wicca has its roots in Paleolithic times, some 25,000 years ago, and pagan celebrations are often the basis for Christian holidays. This course will provide open-minded individuals with an introduction to Wicca, paganism and New Age concepts related to living with and loving magic. Topics include the history of witchcraft, the Wheel of the Year (the Wiccan calendar of festivals and rituals), esbats and sabbats (new moon and full moon celebrations), and the elemental world. The final class will be a magical potions workshop whereby students make and bring home their own potion. Put a little “magic” in your life! Materials fee: $10, payable to instructor at first class.

CRN #11716 4 Mondays, 3/26-4/16, 7-9 p.m. MCC Bldg. Lowe L213 Fee: $50

Instructor: Faith McCann is an MCC graduate, martial arts instructor and a third degree Wiccan priestess. She has practiced the Wiccan religion and has studied the history of religions, Wicca, witchcraft and magic for more than 20 years. Faith is also the owner of Enchantments, a Wiccan Metaphysical Center for the Magical Arts, located in Manchester.

Messages from Beyond
Do you have a desire to speak with or receive a message from a loved one who has gone to the other side? Are you doubtful or perhaps more than a little curious as to whether it’s even possible? You don’t need tickets to John Edward’s popular television show, “Crossing Over,” to see a medium at work, in person and up close. Let Joyce bring you a “message” from beyond in this fun and potentially insightful event. In Joyce’s own words, “A medium can be thought of as a telephone connector allowing communication to flow between two planes of existence.” Bring an open mind, pen and paper, and a tape recorder (if desired). Join Joyce to “dial up” the other side.

CRN #11849 1 Saturday, 3/10, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208
CRN #11850 1 Saturday, 3/24, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208
CRN #11851 1 Saturday, 5/19, 9:30 a.m.-12:30 p.m. MCC Bldg. LRC B208

Fee: $60
Instructor: Joyce Orcutt is a psychic, certified medium, and commissioned healer who shares her lifelong gifts, knowledge and experience as a counselor, teacher and lecturer.
Computer Technology

Carla Adams has over 10 years of experience in the field of business/computer education and corporate training. Her experience has included teaching and training and a M.S. in Adult and Organizational Learning.

Steven Bloom, M.Ed., has extensive experience teaching Microsoft Office products. He has developed and presented educational material for several Fortune 500 companies. Currently he is an adjunct lecturer with MCC.

Ray Burrington, M.B.A., has 35 years of experience in information systems at Aetna & Travelers insurance corporations, including application development, running technical and operational support units, and managing data center operations.

Fred D’Angelo is an Assistant Professor of Computer Science & Technology at MCC where he teaches programming and networking courses. He has more than 16 years of industry experience in Information Technology, including four years supporting a large corporate network. He has a graduate certificate in data communications from Rensselaer Polytechnic Institute.

Carmine Filloramo, B.A., has more than 30 years in the photography business. He has worked as a newspaper photographer and a photographic consultant for the last 18 years for Aetna Inc., Hartford, CT. His work has brought him around the world and his skills have led him to photograph four U.S. Presidents.

Randolph Fournier, Ph.D., has more than 20 years’ combined experience in business and academia. He has taught courses in marketing, sales, advertising and business at the University of Maryland. In addition, he has taught a wide range of technology-related courses including web-page design, computer information systems and PC maintenance. Currently, he is the Director of Library Services at MCC.

Margaret Gordon has more than 25 years of experience troubleshooting hardware and software systems and applications. She has provided instruction for the last 18 years including all levels of Microsoft operating systems and Office applications.

James Healy has an M.B.A. and more than 30 years of data processing experience. He specializes in the development of spreadsheet and database applications.

Richard Hoyer is a fine art, portrait and location photographer with more than 20 years of experience in the photography business. His work is exhibited regularly.

Joseph Kardos has 30 years of experience in such computer-related fields as CAD, database, programming, and project management. He has provided training at many of the CT colleges over the years.

Diana Lemcoff is a computer professional with more than 20 years’ experience in the design, installation and management of information systems. She has taught at the University of Pittsburgh, ORT schools and private companies.

Stuart Lipman is the owner of a local computer store and brings more than 26 years of technical and practical experience to the classroom.

Ed Luna, M.A, has a diverse technical background including photography and multimedia project development. His directing experience and knowledge of digital production equipment is extensive and includes both video and television.

Tom Lyle is a networking and operating systems specialist with MCSE and CNE certification. He has more than 17 years of OS and LAN experience.

Bruce Manning, B.A., Computer Coordinator for MCC’s Continuing Education Division, designed, installed and maintained the networking, business and instructional applications for two public school districts in CT. He has provided training for Quinebaug Valley Community College; UConn, CREC, public, private and technical schools; businesses; municipalities; and State agencies.

Russell Sabadosa is a full-time faculty member at MCC teaching in the computer networking, security and hardware areas. Prior to MCC, Russell was a project engineer and IT director where he became proficient in a number of software packages and platforms in the area of networking, desktop applications, project management and report writing.

Chuck Schwartz is a professor of computer science at MCC with more than 20 years’ experience in the fields of programming, management information systems and application development.

Valerie Scott is the Graphic Designer for the Continuing Education Division of Manchester Community College. She has been in the field for eight years. Valerie works with InDesign providing the layout and design for the catalogs and other marketing pieces.

Elizabeth Thomas has 20 years’ experience in end-user technology support and education and has been an instructor in continuing education for a number of years focusing on the Internet, Outlook, Publisher, Windows, & Microsoft Office applications.

Robert Thornton, B.A., is a Certified IT Security Engineer, Certified IT Instructor (CIT) and a Certified Internet Webmaster (CIW). He has more than 17 years’ experience as an IT instructor and developer.

Kristin Violette is a certified teacher with 10 years’ experience in English and technology. Currently, she is a full-time computer teacher at Newtown High School, as well as an adjunct instructor at MCC and NVCC.

Clayton Walnum has been programming computers for more than 20 years and has written nearly 60 books, most of which have been about computer software programming. He is the author of The Complete Idiot’s Guide to Visual Basic.NET.

Dorothy Weiner is an MCP- and MOUS-certified instructor with more than six years’ experience teaching Microsoft products and various other applications and operating systems.

Eric Zematis is a Certified Internet Webmaster (CIW). He also is Microsoft expert certified in Word and Excel.
COMPUTER CERTIFICATION TEST PREPARATION

Professional Certification…

- Helps build solid careers
- Enhances your résumé and is highly valued by potential employers
- Provides a strong knowledge base not limited to one product or company
- Validates your knowledge and abilities in your field
- Gives you an edge when applying for a job or promotion

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Testing centers that administer certification exams can be found on the web at www.vue.com, www.prometric.com, or www.certiport.com. For more information contact Bruce Manning, Computer Coordinator at (860) 512-2808 or bmanning@mcc.commnet.edu

COMPUTER TECHNOLOGY CERTIFICATION COURSES

Microsoft® Office 2003 Pre-Certification:

Essential Concepts

This introductory level course is the first of a two-course program that has been designed to cover the learning objectives that Microsoft requires to become a Microsoft Office Specialist (MOS). This hands-on workshop will include training in Word, Excel, Access, PowerPoint and Outlook. Students will learn the basics of all Office programs in this first course. Prerequisite: Basic Windows, keyboard and mouse skills. Exposure to Microsoft Office is helpful. Required texts: Benchmark Office 2003 Specialist, Rutkosky; Benchmark Outlook 2003, Seguin, available at MCC Bookstore. Same books will be used for first and second level courses.

CRN #10992 10 Tuesdays, 1/23-3/27, 6-9 p.m. MCC Bldg. LRC B142
CRN #11519 10 Tuesdays, 4/10-6/12, 6-9 p.m. EIHCCC Room 4
Fee: $449
Instructors: CRN #10992: Steven Bloom; CRN #11519: Dorothy Weiner

Microsoft® Office 2003 Certification: Attaining the Certification Goal

Students who have completed Microsoft® Office 2003 Pre-Certification: Essential Concepts, or who have the necessary experience, will be taught the higher level functions of each Office 2003 application. This includes training in Word, Excel, PowerPoint, Access and Outlook. Integration of Office applications, practice exams, tips and tricks for testing, and a “live” exam similar to what the student would take for certification, will also be included. Prerequisite: Microsoft® Office 2003 Pre-Certification: Essential Concepts or permission of instructor or computer coordinator. Required texts: Benchmark Office 2003 Specialist, Rutkosky; Benchmark Outlook 2003, Seguin, available at MCC Bookstore. Same books will be used for first and second level courses.

CRN #11093 12 Wednesdays, 2/7-4/25, 6-9 p.m. EIHCCC Room 4
Fee: $499
Instructor: Dorothy Weiner

Access Certification Preparation

This course will prepare the student to effectively use Microsoft Office Access 2003 in a business. Training will meet requirements for Microsoft certification as an MOS (Microsoft Office Specialist – Access). Whether you work in a state agency or a business, databases are an essential tool in any working environment. If you are in a position where Access is one of the major tools used, take advantage of this training to advance your database skills and get certified in a critical application that will continue to expand and offer new opportunities. Certification testing is done through authorized Office testing centers, such as Certiport, www.certiport.com. Some of the learning objectives that the course will cover are: create Access databases, create and modify tables, create and modify one-to-many relationships, create and modify queries, create forms, create reports, import and export data in Access, sort and filter records, back up a database, compact and repair databases. Prerequisite: Access 2000, 2002 or 2003 Introduction, keyboard, mouse and Windows skills. Permission of computer coordinator required for those who have not taken an Access Introduction course. Required Text: Benchmark Microsoft Access 2003: Specialist, Rutkosky is available at MCC Bookstore.

CRN #11617 4 Mondays, 4/30-5/21, 9 a.m.-4 p.m.
MCC Bldg. LRC B141 (limited seating) Fee: $390
Instructor: James Healy

Get on our mailing list

Would you like to receive the MCC Credit-Free catalog every quarter?
Call (860) 512-2800 or email: ceinfo@mcc.commnet.edu
A+ Certification Preparation: Core Hardware
The A+ Certification Preparation: Core Hardware course prepares candidates for certification in the CompTIA A+ Hardware exam. Students will learn about PC hardware and system maintenance procedures. Topics include a detailed look at hardware components, power supply, upgrades, networking, maintenance and troubleshooting. In hands-on exercises, students will assign configuration settings, upgrade systems, install printers and monitors, remove and replace components and troubleshoot POST errors. Required text: A+ Certification Student Bundle plus WBT, ComputerPrep, available at MCC Bookstore. Prerequisite: Basic knowledge of hardware and operating systems is recommended. Recommended test software: AssessPREP—A+ Core Hardware: Single-User CD, ComputerPrep, available at your favorite bookstore.
CRN #11600 6 Mondays, 3/19-4/23, 6-9 p.m. MCC Bldg. LRC B141 Fee: $295
Instructor: Stuart Lipman

A+ Certification Preparation: Operating System
CRN #11601 6 Mondays, 4/30-6/11 (does not meet 5/28), 6-9 p.m. MCC Bldg. LRC B141 Fee: $295
Instructor: Stuart Lipman

Network+ Certification Preparation
The Network+ certification is the standardized internationally recognized credential for people who are striving to become network professionals. This course provides professionals a structured setting in which to review the CompTIA’s Network+ certification examination. Required text: Network+™ Study Guide, 4th Edition, Groth & Skandier, available at your local bookstore. Prerequisite: Working knowledge of hardware and Windows XP. One to two years minimum experience in networking is required. Certification testing is done through an authorized CompTIA Network+ testing center such as Prometric, www.prometric.com.
CRN #11593 5 Fridays, 4/20-5/18, 9 a.m.-4 p.m. MCC Bldg. LRC B142 (limited seating) Fee: $490
Instructor: Fred D’Angelo

MCC’s “Technology Tuesday” Series at the East Hartford Community Cultural Center
Bruce Manning, B.A., computer coordinator for MCC’s Continuing Education Division, designed, installed and maintained the networking, business and instructional applications for two public school districts in CT. He has provided training for Quinebaug Valley Community College; UConn, CREC, public, private and technical schools; businesses; municipalities; and State agencies.

Introduction to Hardware
Are any of these terms confusing to you: RAM, ROM, CPU, motherboard, resolution, hard-drive, floppy drive, CD-ROM, modem gigabytes, megabytes, kilobytes, sound card, video card, USB and firewire? Learn basic computer terms and lingo in this hands-on workshop specifically designed for the NEW computer user!
CRN #11514 1 Tuesday, 3/6, 9:30 a.m.-12:30 p.m. EHCCC Room 4 Fee: $65

Introduction to Operating System and Software
After you’ve learned the components of a computer, learn how to use your computer more effectively. Learn how to open and save properly, and build files and folders. Learn file formats, system maintenance and basic tips to maintain your PC’s health!
CRN #11515 1 Tuesday, 3/13, 9:30 a.m.-12:30 p.m. EHCCC Room 4 Fee: $65

Introduction to the Internet
What is a browser? How does the Internet work? Learn how to use the Internet to find basic information from job openings to a movie schedule. Discover effective searching and navigation tips. Download and save images and files from the World Wide Web to the PC. Explore online resources in your area!
CRN #11516 1 Tuesday, 3/20, 9:30 a.m.-12:30 p.m. EHCCC Room 4 Fee: $65

Getting Started with Microsoft Word
This course is designed as a crash course for the student who wants to learn the basics of Microsoft Word for personal or business use. Students will learn about the necessary Word tools and menus to be able to copy and replace, format, and align text. Students will also be shown how templates can help create a professional document such as business letters or resumes.
CRN #11513 1 Tuesday, 3/27, 9:30 a.m.-12:30 p.m. EHCCC Room 4 Fee: $65

Budgeting and Financial Planning with Microsoft Excel
What better way to manage your household finances and plan for the future than to build an Excel spreadsheet? Learn how to format a spreadsheet to meet your personal needs. Create formulas to help plan your financial future or finance a car, a home or college.
CRN #11511 1 Tuesday, 4/10, 9:30 a.m.-12:30 p.m. EHCCC Room 4 Fee: $65

Communicate Your Ideas with Microsoft PowerPoint
Leaders in organizations have to effectively communicate their ideas. Microsoft’s PowerPoint is an industry standard in electronic presentation design. Create interesting, compelling and persuasive presentations with graphics, text and hyperlinks.
CRN #11512 1 Tuesday, 4/17, 9:30 a.m.-12:30 p.m. EHCCC Room 4 Fee: $65

Take all Six Courses and SAVE $120!
CRN #11510 6 Tuesdays, 3/6-4/17 (does not meet 4/3), 9:30 a.m.-12:30 p.m. EHCCC Room 4 Fee: $270
BEGINNING KEYBOARDING

This is a self-paced basic typing course for beginners to develop touch keyboarding skills on a personal computer. Topics include proper techniques for alphabetic and numeric key reaches, and how to use the mouse with Windows.

CRN #11530: 2 sessions, Tuesday & Thursday, 2/27-3/1, 3-6 p.m.
EHCCC Room 4
Fee: $95
Instructor: Margaret Gordon

MEET THE PC

If you are completely new to personal computers, this course is for you. You'll be introduced to the fundamentals of personal computers and the Internet. Students are eligible to receive free software for the course from Microsoft. Students only pay a minimal charge for shipping of the CD from Microsoft. Instructor provides handouts. Curriculum workbook provided. Prerequisite: Basic Windows, keyboard and mouse skills.

CRN #10995: 2 Mondays, 1/22-1/29, 6-9 p.m. MCC Bldg. LRC B141
CRN #11517: 2 Wednesdays, 3/7-3/14, 6-9 p.m. MCC Bldg. LRC B141
Fee: $95
Instructor: Stuart Lipman

INTRODUCTION TO PERSONAL COMPUTERS FOR OLDER ADULTS

Designed for those with little or no experience with computers, this seminar introduces IBM-compatible machines to older learners eager to take advantage of new technology. Find out what a computer can do for you. Learn important terminology; how to use a mouse; the difference between hardware and software; all about disks; and how to open and close documents and windows. Explore simple word processing techniques and how to use a spreadsheet. You'll also get to take a brief trip on the “information superhighway.” This seminar is a great first step to making a purchase or learning a specific software program. Instructor provides handouts. Please note: class size is limited.

CRN #11518: 2 Mondays, 4/2-4/9, 1-4 p.m. MCC Bldg. LRC B142
Fee: $95
Instructor: Margaret Gordon

CONSIDER YOURSELF CONFIRMED!

MCC notifies you only if a course cancels or has schedule changes. If you don't hear from us, assume you are registered.

INTERNET

GETTING STARTED ON THE INTERNET FOR OLDER ADULTS

Designed for older adults who want to learn about the Internet and its benefits, this class covers what you need to know to get started on the Internet and how to visit web sites. Learn how to send email and chat with friends online. Workbook included in course fee. Prerequisite: Basic Windows keyboard and mouse skills recommended but not required.

CRN #11582: 2 Mondays, 4/16-4/23, 1-4 p.m. MCC Bldg. LRC B142
Fee: $95
Instructor: Margaret Gordon

FRONT PAGE INTRODUCTION

Attention all Windows Internet surfers—create your own web pages without writing any HTML code. The course demonstrates the built-in templates in FrontPage 2003 where you can use or modify them to create your own linked pages. Familiar Microsoft tool bars easily create all the latest special effects for web pages. Built-in email and reply forms allow web surfers rapid access to your products. This is not a class for beginners. You should understand files, file types, and folders, and have a basic knowledge of the Internet and word processing. Required Text: Course ILT: FrontPage 2003: Basic, 2nd Edition, Thomson, available at MCC Bookstore. Prerequisite: Basic Windows, keyboard, mouse and Internet skills.

CRN #11586: 2 Thursdays, 3/15-3/22, 6-9 p.m. MCC Bldg. LRC B141
CRN #11584: 1 Thursday, 5/3, 9 a.m.-4 p.m. MCC Bldg. LRC B141
(limited seating)
Fee: $95
Instructors: CRN #11586: Eric Zematis;
CRN #11584: Margaret Gordon

FRONT PAGE INTERMEDIATE

A continuation of FrontPage Introduction, this class takes you beyond the basics. Learn HTML tags, including critical META tags. Discover how to import a web, how to use shared borders and the fundamentals of administering a web. Learn how to create frames, forms, dynamic pages and web-based databases. FrontPage 2003 is an important and useful product for anyone considering establishing a web presence. Required Text: Course ILT: FrontPage 2003: Basic, 2nd Edition, Thomson, available at MCC Bookstore. Prerequisite: FrontPage Introduction, or permission of instructor or computer coordinator.

CRN #11587: 2 Thursdays, 4/12-4/19, 6-9 p.m. MCC Bldg. LRC B141
CRN #11586: 1 Thursday, 5/31, 9 a.m.-4 p.m. MCC Bldg. LRC B141
(limited seating)
Fee: $95
Instructors: CRN #11587: Eric Zematis;
CRN #11586: Margaret Gordon

HTML INTRODUCTION

Learn HTML programming to create your own exciting web pages. This course will cover the syntax and all basic and pertinent commands. Required text: Course ILT HTML 4.0: Basic, revised 2nd edition, available at MCC Bookstore. Prerequisite: Basic Windows, keyboard and mouse skills.

CRN #11589: 2 Wednesdays, 3/15-3/22, 6-9 p.m. MCC Bldg. LRC B141
Fee: $95
Instructor: Eric Zematis
**Computer Technology**

### Start Selling on eBay

Have you ever imagined starting your own online business? Maybe you’ve thought about selling your crafts, music, antiques, books or artwork, but you’re wondering who your customers might be. By the end of the course you will be ready to Start Selling on eBay! Please note the course is assuming that the student will set up an official eBay account as part of the curriculum. This would require that the student bring their current bank account number with routing number information and a credit card to set up an eBay account in class and online! Prerequisite: No prior business experience is necessary. Windows, keyboarding and mouse skills are required. Internet experience is helpful.

**CRN #11591**
2 Saturdays, 3/24-3/31, 9 a.m.-4 p.m.
**MCC Bldg. LRC B141 Fee:** $195
**Instructor:** Randolph Fournier

### Dreamweaver Introduction

This course teaches students the fundamentals of using Dreamweaver to create web pages and web sites. It introduces students to basic web and HTML concepts and how to use Dreamweaver tools to design a web page. Students will learn how to create, save and import text into web pages and sites. They will also learn how to format text and paragraphs; create tables; and add text and images to tables. Course activities will also cover working with image files; modifying image properties; and creating various types of links. Finally, students will examine and create a frames page, upload a site, and test the uploaded site. Prerequisite: Basic Windows, keyboard, mouse and Internet skills.

**Required Text:** Dreamweaver MX 2004: Basic with CD, Thomson, available at MCC Bookstore

**CRN #11608**
2 Thursdays, 4/26-5/3, 6-9 p.m. **MCC Bldg. LRC B141 Fee:** $195
**Instructor:** Robert Thornton

### Build Your Website Using Dreamweaver MX 2004

Develop a comprehensive, visitor-friendly web site using today’s most popular web page editor. In this hands-on class, you will create a complete web site from start to finish, including the final stage of putting the web site live on the Internet! Prerequisite: Dreamweaver Introduction course or permission of instructor or computer coordinator. Instructor provides handouts.

**CRN #11606**
4 Thursdays, 5/10-6/7 (does not meet 5/24), 6-9 p.m. **MCC Bldg. LRC B141 Fee:** $95
**Instructor:** Robert Thornton

### Web Design

This course combines hands-on training with small group discussions in analyzing web sites and software. We will review existing sites as examples for discussion and analysis. Prerequisite: Basic Windows, keyboard, mouse and Internet skills.

**CRN #11628**
2 Thursdays, 3/1-3/8, 6-9 p.m. **MCC Bldg. LRC B141 Fee:** $95
**Instructor:** Robert Thornton

**NEW**

### Web Server Configuration

This course is an introduction to web server administration. To that end, students are given an understanding of the hypertext transfer protocol (HTTP); web server configuration; and web server security issues. A major component of this course is hands-on work where students install and/or configure two of the most popular web servers used on the Internet today: Microsoft Internet Information Server and Apache on Linux. Instructor will provide handouts. Prerequisite: Experience with Windows and the Internet is required.

**CRN #11807**
2 Thursdays, 4/12-4/19, 6-9 p.m. **MCC Bldg. LRC B142 Fee:** $95
**Instructor:** Robert Thornton

### OFFICE SUITES & OUTLOOK

#### Access, Excel, & Word:

**Choosing the Right Tool for the Job**

Microsoft’s palette of software programs, chief among them Access, Excel, and Word, have become universal tools for computer users in the workplace and at home. But which program is most suited to the specific job you’re doing? Participants will be given a brief review of Microsoft Access, Excel, and Word and will also explore the “overlapping” features of these applications (e.g. filtering and sorting data). There will be specific “best” usage examples of Access objects (tables, queries, etc.), Excel spreadsheets, and Word tables. Participants will also learn how to move information between the three programs and why they might want to do that; and how to link data between these applications. Instructor will provide handouts. Prerequisite: Basic knowledge and experience in using Access and Excel and Word.

**CRN #11573**
2 Wednesdays, 4/11-4/18, 1-4 p.m. **MCC Bldg. LRC B141 (limited seating) Fee:** $95
**Instructor:** Carla Adams

### WORD PROCESSING

#### Word Introduction

Learn about the features of Microsoft Word. Practice the essential commands you need to know to perform all of your day-to-day word processing. You will practice creating, editing, formatting and printing documents. Workbook included in course fee. Prerequisite: Basic Windows, keyboard and mouse skills.

**CRN #10998**
2 Mondays, 2/5-2/19 (does not meet 2/12), 6-9 p.m. **MCC Bldg. LRC B141 Fee:** $95
**Instructors:** CRN #10998: Stuart Lipman; CRN #11529: Bruce Manning

#### Word for Older Adults

In this introduction to Microsoft Word, students will become familiar with Word’s features and functions, and discover how to edit, copy, paste, format and print various documents. Workbook included in course fee. Prerequisite: Basic mouse and keyboard skills recommended but not required.

**CRN #11538**
2 Mondays, 5/7-5/14, 1-4 p.m. **MCC Bldg. LRC B142 Fee:** $95
**Instructor:** Margaret Gordon

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We have it all online! See Our Online Courses on pages 42-48 or at www.ed2go.com/manchcc

www.mcc.commnet.edu

18 Continuing Education (860) 512-2800
Word Intermediate
Move beyond your basic word processing skills in this class. You will learn how to set up complex documents that include indents, columns, bullets, numbering, tables, graphics, and more. Learn to merge and create labels, so you can send custom form letters. Workbook included in course fee. Prerequisite: Word Introduction, or permission of instructor or computer coordinator.
CRN #11532 1 Monday, 3/26, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating)
CRN #11537 2 Thursdays, 4/26-5/3, 6-9 p.m. MCC Bldg. LRC B142 Fee: $95
Instructors: CRN #11532: Bruce Manning; CRN #11537: Stuart Lipman

Word: Master Documents
There are many good reasons to create Microsoft Word master documents when working with large documents. Learn how to separate components of a large document into several smaller files, making information more manageable and easier for teams to work on a document simultaneously. Documents can then be saved on a network where everyone can access them. Learn how to create, manage and protect master and sub-documents during collaboration. Prerequisite: Word Intermediate or permission of instructor or computer coordinator.
CRN #11534 1 Tuesday, 5/1, 1-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $65
Instructor: Carla Adams

Word: Forms, Templates and Macros
You will learn how to analyze proper form layout and design, create fill-in forms with prompts for user input, and completely automate forms with default text and entry guidelines. Learn processing shortcuts by using templates and customizing special toolbars within them. Create your own Word routines through macros to eliminate repetitive processing of commands. Prerequisite: Word Intermediate or permission of instructor or computer coordinator.
CRN #11536 1 Thursday, 5/10, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $95
Instructor: Diana Lemcoff

Word: Tips and Tricks
Designed for individuals who know the basics of Word and want to become more proficient, this course will cover such topics as templates, shortcut keys, customizing menus, styles, and more. Learn to work smarter, easier and faster. Prerequisite: Word Introduction or permission of instructor or computer coordinator.
CRN #11527 1 Tuesday, 5/29, 1-4 p.m. MCC Bldg. LRC B142 (limited seating) Fee: $65
Instructor: Carla Adams

Word: Revision and Collaboration Tools
Learn about the new collaboration tools that are available in Office 2003 that ultimately will make your agency more effective in finalizing multiparty documents through tracking, comparing and merging documents and online shared workspaces.
CRN #11525 1 Thursday, 5/24, 1-4 p.m. MCC Bldg. LRC B142 (limited seating) Fee: $65
Instructor: Margaret Gordon

QuickBooks Introduction
Students will learn to create a new QuickBooks company, modify the preset chart of accounts to suit their needs, and add information to company lists, or edit information in company lists. No knowledge of finances or accounting is needed to use QuickBooks. Training materials developed by QuickBooks will be provided by the instructor. Prerequisite: Students should have basic windows, keyboard, and mouse skills.
CRN #11539 2 Fridays, 3/2-3/9, 6-9 p.m. MCC Bldg. LRC B141 Fee: $95
Instructor: Chuck Schwartz

QuickBooks Intermediate
QuickBooks Intermediate concepts will include how to open and use registers for any balance sheet account, reconcile a checking account, track credit card transactions, invoice customers, generate customer statements, receive payments, and work with asset and liability accounts in QuickBooks. Training materials developed by QuickBooks will be provided by the instructor. Prerequisite: QuickBooks Introduction course or permission of instructor or computer coordinator.
CRN #11540 2 Fridays, 3/16-3/23, 6-9 p.m. MCC Bldg. LRC B141 Fee: $95
Instructor: Chuck Schwartz

QuickBooks Advanced
QuickBooks Advanced concepts will include how to enter bills into QuickBooks accounts payable, pay bills, create and customize QuickBooks reports and graphs, set up inventory and build finished goods, track and pay sales tax, understand QuickBooks payroll features, create estimates and do progress invoicing, track time and mileage, and customize QuickBooks sales forms. Training materials developed by QuickBooks will be provided by the instructor. Prerequisite: QuickBooks Intermediate course or permission of instructor or computer coordinator.
CRN #11541 2 Fridays, 3/30-4/6, 6-9 p.m. MCC Bldg. LRC B141 Fee: $95
Instructor: Chuck Schwartz

Excel Introduction
Use the Microsoft Excel spreadsheet to combine number-crunching capabilities and database operations into an outstanding report. Gain an understanding of formulas and functions. Students will learn how to move and copy formulas, text and numbers. Change the format of your spreadsheet to improve its appearance. Learn how to create a chart. Workbook included in course fee. Prerequisite: Windows, keyboard and mouse skills.
CRN #11000 2 Tuesdays, 2/6-2/13, 6-9 p.m. MCC Bldg. LRC B141
CRN #11543 1 Tuesday, 3/20, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating)
CRN #11545 1 Wednesday, 3/21, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating)
Fee: $95
Instructors: CRN #11543 & 11545: Elizabeth Thomas; CRN #11000: Kristin Violette
Database Technology

**Excel Intermediate**
In this intermediate course, students will learn to use more advanced functions, create more complex formulas, and apply more advanced formatting to charts. Topics will include using worksheets; using lists; freezing; hiding rows or columns; logical functions; styles; working with objects; 3-D references; using Excel with the web; and using templates. Workbook included in course fee. Prerequisite: Excel Introduction or permission of instructor or computer coordinator.

**CRN #11548** 2 Tuesdays, 3/6-3/13, 6-9 p.m. MCC Bldg. LRC B141
**CRN #11547** 1 Tuesday, 3/27, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating)
**Fee:** $95

**Instructors:** CRN #11548: Kristin Violette; CRN #11547: Elizabeth Thomas

**Excel: Data and Functions**
Make sure you’re tapping the full power of Excel with the features examined in this workshop. A comprehensive unit on data utilities (including data filter, data form and subtotals) makes this a course no frequent user should go without. Special intermediate functions include using IF and Vertical Lookup in formulas, understanding financial functions and connecting formulas from many worksheets. Prerequisite: Excel Introduction or permission of instructor or computer coordinator.

**CRN #11554** 1 Friday, 5/11, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) **Fee:** $95

**Instructor:** Charles Schwartz

**Excel: Smart Charts**
Excel offers myriad ways to work with charts. In this class, you’ll learn how to use Excel’s vast capabilities to create great-looking “smart charts” beginning with the basics. Participants will explore how to create various charts and print them. You’ll also investigate how to change basic chart defaults and work with high-level commands to control scaling, legends, titles of charts, axis lines on grids and data series. Prerequisite: Excel Introduction or permission of instructor or computer coordinator.

**CRN #11556** 1 Tuesday, 4/24, 1-4 p.m. MCC Bldg. LRC B142 (limited seating) **Fee:** $65

**Instructor:** Carla Adams

**DATABASE**

**Database Introduction: Basic Concepts and Terminology**
This course introduces database concepts and gives an overview of its components and terminology. Students will receive a conceptual overview of how a database is designed, built, and used in today’s world, for business and home PC applications. The focus is on relational databases, the most widely used today. Instructor will provide handouts. Prerequisite: Typing and Windows skills suggested but not required.

**CRN #11620** 1 Monday, 2/5, 6-9 p.m. MCC Bldg. LRC B142 *Fee: $65*

**Instructor:** Ray Burrington

**Access Database Design: The Finishing Touches**
Polish your Access database skills by exploring advanced functions such as fine-tuning reports with subtotals and grand totals; grouping and parameter fill-ins to print only the records needed; creating a main menu switchboard; programming macros to automate events; and designing easy user-prompts for better input. Prerequisite: Access Introduction and experience in designing basic Access tables and forms.

**CRN #11571** 1 Thursday, 5/17, 1-4 p.m. MCC Bldg. LRC B142 (limited seating) **Fee:** $65

**Instructor:** Margaret Gordon

**Access Introduction**
This course will introduce students to the following key database functions: creating databases; modifying database objects in design view; applying appropriate data types to fields; setting primary keys; entering data using tables and forms; sorting, deleting, and filtering data; establishing one-to-many relationships and enforcing referential integrity; creating and running select queries; and previewing and printing reports. Workbook included in course fee. Prerequisite: Basic Windows, typing and mouse skills.

**CRN #11001** 2 Thursdays, 2/8-2/15, 6-9 p.m. MCC Bldg. LRC B142
**CRN #11560** 1 Monday, 4/2, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating)
**CRN #11562** 2 Thursdays, 4/5, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) **Fee:** $95

**Instructors:** CRN #11001: Thomas Lyle; CRN #11560 & 11562: James Healy

**Access Intermediate**
Build on the skills you acquired in Access Introduction, and learn how to develop a relational database. Topics will include relationships, modifying table structure; creating lookup lists and input masks; importing and exporting data; creating basic data access pages; and managing database files. Instructor will provide handouts. Prerequisite: Access Introduction, equivalent experience, or permission of computer coordinator.

**CRN #11564** 1 Tuesday, 4/10, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating)
**CRN #11567** 1 Thursday, 4/12, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) **Fee:** $95

**Instructor:** James Healy

**Access: Queries**
Do you already have your data in Access, but find it frustrating to extract the information you need? Do you suspect there’s a quicker way to find what you need? This three-hour workshop presents multiple shortcuts for using action queries to manipulate your data based on criteria you specify. Query tips include programming “fill in the blank” prompts to queries, understanding cross tab queries, writing clear criteria statements and creating queries that produce totals. Manual included. Instructor provides handouts. Prerequisite: Access Introduction or knowledge of designing/maintaining tables.

**CRN #11569** 1 Thursday, 5/10, 1-4 p.m. MCC Bldg. LRC B142 (limited seating) **Fee:** $65

**Instructor:** Margaret Gordon
Computer Technology

Access: Database Skills for Non-Programmers
Master a full spectrum of Access capabilities by designing a complete database and fine-tuning complex queries, reports, and forms. Students begin with discussing concepts of strong database design and complete workshops in table design and input, setting data validation rules, defining defaults, creating lookups, and verifying relationships between tables. Forms management workshops include setting up forms and sub forms, manipulating controls, formatting, and learning shortcuts to find and edit records. Access query lessons include creating select queries, writing accurate criteria, using the expression builder, performing math in queries, and exploring all action queries used in database maintenance. Learn how to pull together reports from various sources, create subtotals and totals, and sort and group reports by category. Instructor provides handouts. Prerequisite: Windows, typing and mouse skills.
CRN #11559 2 Thursdays, 3/15-3/29, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $295
Instructor: Margaret Gordon

DIGITAL IMAGING & DESIGN

Creating Graphics for the Web in Photoshop CS
This six-hour course demonstrates various web graphic formats suited for specific uses, such as how to slice and image into several smaller images and link each to different web pages. Students will learn the techniques to create and modify graphics and to move effortlessly between Photoshop CS and ImageReady CS. Instructor will provide handouts. Prerequisite: Photoshop or graphics experience is helpful but not required.
CRN #11590 2 Tuesdays, 5/2-5/16, 9 a.m.-noon EHCCC Room 4
Fee: $95
Instructor: Margaret Gordon

Publisher Introduction
Learn to create distinctive, professional newsletters, brochures, greeting cards, fliers, and more. Even if you don’t have any design or graphics experience, you will learn desktop publishing basics. This class will cover the essential elements of using Microsoft Publisher 2003, including page layout commands; working with frames; and using graphics, templates, and wizards. Workbook included in course fee. Prerequisite: Basic Windows, keyboard and mouse skills are required.
CRN #11579 1 Thursday, 4/26, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $95
Instructor: Diana Lemcoff

Publisher Intermediate
Designed for those familiar with Publisher fundamentals, topics include using wizards; manipulating clipart, WordArt and drawn objects; perfecting newsletters; creating four-fold publications; designing calendars and certificates; creating web sites; mail merge; working with columns and tables; and extended formatting skills. Prerequisite: Publisher Introduction or permission of instructor or computer coordinator.
CRN #11581 1 Thursday, 5/17, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $95
Instructor: Diana Lemcoff

VISIO: Essentials
Visio is diagramming software that is used to create flowcharts, organization charts, network diagrams, database diagrams, and other business diagrams. Learn how to use this powerful software package to create your own, easy-to-read diagrams, flowcharts and network layouts. Students will learn how to plan diagrams, navigate the program, connect shapes, introduce text, utilize drawing tools, format drawings and learn other essential features in a hands-on setting using existing sample files and then creating their own project files. Required text: VISIO 2002 Professional: Basic, 2nd Edition, included in course fee. Prerequisite: Familiarity with Windows operating system and several of the following desktop applications: Access, Excel, Outlook, PowerPoint and Word. Students need to register for the course at least two weeks prior to the course start date so we can order books for the course in a timely manner. Textbook is included in course cost.
CRN #11622 3 Wednesdays, 5/2-5/16, 9 a.m.-noon MCC Bldg. LRC B141 (limited seating) Fee: $210
Instructor: Russell Sabadosa

Adobe InDesign Introduction
Adobe InDesign is Adobe’s advanced publishing software program. It is used for page layout and design. InDesign is tightly integrated with Adobe Photoshop and Illustrator. This course will provide an overview of the InDesign workspace, import and edit graphics and text and apply precise typographic control. Prerequisite: Windows, mouse and typing skills required. Some page layout experience is helpful.
CRN #11655 2 Tuesdays, 3/20-3/27, 6-9 p.m. MCC Bldg. LRC B141
CRN #11609 1 Tuesday, 5/15, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $95
Instructor: Valerie Scott

AutoCAD Introduction
This course will teach you how to design and develop architectural drawings using AutoCAD 2006. Extensive hands-on curriculum is designed to address the needs of engineering design professionals, project managers, and the avid beginner. Recommended text: Introduction to AutoCAD 2006 2-D and 3-D Design. Yarwood, available at your local bookstore. Instructor will provide handouts. Prerequisite: Basic Windows, keyboard and mouse skills.
CRN #11594 6 Fridays, 2/23-3/30, 6-9 p.m. MCC Bldg. AST C128
Fee: $295
Instructor: Joseph Kardos

VISIO: Next Step
This course builds on the fundamentals taught in VISIO Essentials. Students will learn how to create, assign, and customize drawing layers; create complex shapes; create and edit formulas and functions; add predefined actions and custom shape behaviors; and create custom stencils. The manual is designed for quick scanning in the classroom and filled with interactive exercises that help ensure student success. Textbook is included in course fee. Prerequisite: VISIO Essentials. Students need to register for the course at least two weeks prior to the course start date so we can order books for the course in a timely manner.
CRN #11682 3 Wednesdays, 5/23-6/13 (does not meet 6/6), 9 a.m.-noon MCC Bldg. LRC B141 (limited seating) Fee: $210
Instructor: Russell Sabadosa

AutoCAD Introduction
This course will teach you how to design and develop architectural drawings using AutoCAD 2006. Extensive hands-on curriculum is designed to address the needs of engineering design professionals, project managers, and the avid beginner. Recommended text: Introduction to AutoCAD 2006 2-D and 3-D Design. Yarwood, available at your local bookstore. Instructor will provide handouts. Prerequisite: Basic Windows, keyboard and mouse skills.
CRN #11594 6 Fridays, 2/23-3/30, 6-9 p.m. MCC Bldg. AST C128
Fee: $295
Instructor: Joseph Kardos

VISIO: Next Step
This course builds on the fundamentals taught in VISIO Essentials. Students will learn how to create, assign, and customize drawing layers; create complex shapes; create and edit formulas and functions; add predefined actions and custom shape behaviors; and create custom stencils. The manual is designed for quick scanning in the classroom and filled with interactive exercises that help ensure student success. Textbook is included in course fee. Prerequisite: VISIO Essentials. Students need to register for the course at least two weeks prior to the course start date so we can order books for the course in a timely manner.
CRN #11682 3 Wednesdays, 5/23-6/13 (does not meet 6/6), 9 a.m.-noon MCC Bldg. LRC B141 (limited seating) Fee: $210
Instructor: Russell Sabadosa

Adobe InDesign Introduction
Adobe InDesign is Adobe’s advanced publishing software program. It is used for page layout and design. InDesign is tightly integrated with Adobe Photoshop and Illustrator. This course will provide an overview of the InDesign workspace, import and edit graphics and text and apply precise typographic control. Prerequisite: Windows, mouse and typing skills required. Some page layout experience is helpful.
CRN #11655 2 Tuesdays, 3/20-3/27, 6-9 p.m. MCC Bldg. LRC B141
CRN #11609 1 Tuesday, 5/15, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $95
Instructor: Valerie Scott
Photoshop Elements Introduction
Photoshop Elements is a new photo-enhancement and manipulation program designed specifically for amateur photographers, hobbyists and business users looking for an affordable, easy-to-use but powerful digital-imaging tool. Instructor provides handouts. Prerequisite: Basic Windows, keyboard and mouse skills.
CRN #11003 2 Wednesdays, 1/31-2/7, 6-9 p.m. MCC Bldg, LRC B142
CRN #11612 2 Mondays, 2/19-2/26, 6-9 p.m. MCC Bldg, LRC B142
CRN #11613 2 Tuesdays, 4/10-4/17, 6-9 p.m. MCC Bldg, LRC B142
Fee: $95
Instructor: Richard Hoyer

Photoshop Elements: The Next Step
You’ve mastered the basics of Photoshop Elements and you’re wondering, now what? We’ve got just the thing. Explore the creative aspects of this software package: learn how to add borders and frames; increase canvas space; create contact sheets; utilize picture packages to minimize paper waste; merge color and black and white images; duotone your images; create personal greeting cards; add text; create panoramas; use filters and special effects; and make layers work for you. Let your imagination fly! Instructor will provide handouts. Prerequisite: Familiarity with Photoshop Elements or successful completion of MCC’s Photoshop Elements Introduction class.
CRN #11615 2 Tuesdays, 5/1-5/8, 6-9 p.m. MCC Bldg, LRC B142
Fee: $95
Instructor: Richard Hoyer

Photoshop Elements: Tips, Tricks and Answers
If you have been using Photoshop Elements for your creative projects and feel that you need to increase your productivity, then this class is for you. Insider tips and tricks are taught which help promote creativity and reduce technical delays. Topics to be discussed will include artistic filtering; colorizing black and white photos; blending mismatched areas for color and texture; optimizing graphics for print and web; scanning, straightening a crooked picture; stitching wide multi-section photos into a panorama; and layers. The class is also an open workshop for students who want program and technical advice on their own home projects. Bring us your ideas and we will help you structure, improve and apply new techniques to accomplish your artistic goals in the popular Photoshop Elements program. Instructor provides handouts. Prerequisite: Basic Windows, keyboard and mouse skills required. Some Photoshop experience required.
CRN #11614 2 Wednesdays, 5/9-5/16, 6-9 p.m. MCC Bldg, LRC B142
Fee: $95
Instructor: Richard Hoyer
Be Your Own PC Tech: Part I
Why pay for expensive upgrades if you can learn how to do them yourself? This class covers hardware issues from the motherboard to the operating system. Practice RAM, expansion cards and peripheral device installations in a hands-on workshop with real parts. Learn how to configure drivers and troubleshoot your Windows operating system. This class is for the beginner or intermediate PC user. Instructor provides handouts. Prerequisite: Basic Windows, typing and mouse skills. PC hardware knowledge is helpful. This class is for the beginner or intermediate PC user.
CRN #11120 2 Wednesdays, 2/14-2/21, 6-9 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $95 Instructor: Stuart Lipman

Be Your Own PC Tech: Part II
This class is for the more advanced PC user and will focus on the operating system. Learn how to reformat a hard drive, partition a hard drive and load Windows. Participants will discover how to add new cards such as video, sound or modem, and add new peripherals, including printers and scanners. Learn how to download and install driver updates from the manufacturer’s web site. Handouts included. Prerequisite: Be Your Own PC Tech: Part I, or some knowledge of PC hardware.
CRN #11523 1 Tuesday, 5/8, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $95 Instructor: Stuart Lipman

VB.NET: Essentials
Visual Basic.Net (or VB.NET) is designed to be the easiest and most productive tool for creating .NET applications, including Windows applications, web services and web applications. This course covers the basic information students need to get started using VB.NET. Instructor will provide handouts. Prerequisite: Some experience with programming.
CRN #11597 4 Wednesdays, 3/7-3/28, 6-9 p.m. LRC B142 Fee: $195 Instructor: Clayton Walnum

VB.NET: Programming Introduction
Visual Basic.Net (or VB.NET) is the next generation of the programming language, Visual Basic. It is designed to be the easiest and most productive tool for creating .NET applications, including Windows applications, web services and web applications. This course covers the basic information students need to get started using VB.NET. There will be discussions of Windows’ user interfaces and how to create those interfaces with VB forms and controls. Students will also learn basic programming techniques in the VB.NET language. Finally, students will learn advanced topics such as modules and classes. Each concept will be demonstrated on VB.NET software in a hands-on environment. Prerequisite: Some experience with programming.
CRN #11599 3 Fridays, 4/13-4/27, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $295 Instructor: Chuck Schwartz

C# Programming: Ride the Next Wave
This course provides an introduction to the C# language and the .NET platform. Mastery of the syntax lets you spend your time building applications instead of fighting the compiler. Required text: Beginning Visual C# 2005, Watson & Nagel, available at the MCC Bookstore.
CRN #11602 4 Fridays, 4/20-5/11, 6-9 p.m. MCC Bldg. LRC B142 Fee: $195 Instructor: Chuck Schwartz

Introduction to C++ Game Programming
This course teaches the basics of game programming using C++ as the development language and DirectX as the graphics library. Instructor provides handouts. Prerequisite: Understanding of general programming techniques or permission of the instructor or computer coordinator.
CRN #11625 5 Mondays, 4/2-4/30, 6-9 p.m. MCC Bldg. LRC B142 Fee: $195 Instructor: Clayton Walnum

PHP and MySQL Introduction: How to Create Web Forms and Capture Information
This intensive, hands-on course introduces the participants to the basics of PHP, explains how to set up and work with a MySQL database, and demonstrates interactions between PHP and the database. Required text: PHP Programming with MySQL, Gosselin, Thompson (approximately $69), available at MCC Bookstore. Prerequisite: Basic Windows, keyboard and mouse skills required. Knowledge of basic database concepts is recommended. *Note: No late registration can be accepted for this course.
CRN #11604 3 Fridays, 3/16-3/30, 9 a.m.-4 p.m. MCC Bldg. LRC B141 (limited seating) Fee: $295 Instructor: Chuck Schwartz
Cuisine

The Art of Dim Sum
Dim sum is a Cantonese specialty and the collective name for a variety of small, delicious snacks. Dim Sum is very versatile, and can be served for brunch, or for dinner or cocktail parties. Join us as we prepare the following Chinese bite-size specialties: tuna tartar, steamed dumplings, pot stickers, tempura rolls, scallion pancakes, traditional mini spring rolls, shrimp and sweet potato fritters, sushi rolls, and grilled beef rolls, along with a variety of dipping sauces. Turn your next party into a mouth-watering hit with Dim Sum! Please bring an apron, pot holders, a sharp knife, and containers for leftovers. Materials fee: $25, payable to instructor at the beginning of class.
CRN #11832 1 Saturday, 5/19, 9:30 a.m.-12:30 p.m.
MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room
Fee: $40
Instructor: Katherine Kern earned her culinary arts certificate from Johnson and Wales University. She is employed as a master cook at the Norwich Inn & Spa, where she has prepared appetizers, salads, entrees, and desserts for a variety of banquet settings.

Date Night Dinner from “Soup to Nuts”
Come alone or register for two! Marvelous dinners can bring together not only those who appreciate good food, but also those who share a passion for cooking. Students will experience dishes that will rival those of a fine restaurant. Learn to prepare (and get ready to sample) a four-course dinner beginning with Asparagus Shrimp appetizer, and Carrot and Leek Bisque with Savory Pita Points. Then bring on the entree of Cog au Vin (chicken simmered in a delicate wine sauce), and Blanched Broccoli with Herbed Butter. And for a perfect ending ... Hazelnut/Chocolate Strawberry Cakes. If students would like to have wine with their samplings, a red burgundy or Cote du Rhone red will pair up well. Please bring pot holders, a sharp knife, and containers for leftovers. Materials fee: $30, payable to instructor at the beginning of class.
CRN #11788 1 Saturday, 3/3, 11:30 a.m.-4 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room
Fee: $55
Instructor: Carol Lazzeri-Casey, inspired by her Italian family where the kitchen was the center of all household activity, has written two cookbooks: There’s No Such Thing As Too Much Garlic (A Book for “Garlicaholics”) and The Heat’s On, Baby! (A Book for Chile Heads), both part of her Savour the Flavour Series. Her books take her on tour for cooking classes and demonstrations at various venues and food festivals throughout the year.

Savory 30-Minute Meals for Spring
Prepare for springtime with some great ideas for quick “spring chicken” dinners. Students will discover how to prepare meals, such as Chicken and Mushrooms in Creamy Asparagus Sauce with Cucumber Tree Salad, Chicken and Black Bean Enchiladas with Avocado Salad, and Casey’s Chicken with Sweet Red Peppers and Tender Summer Squash, as well as a variation of Shepherd’s Pie! Students are welcome to bring wine to complement their samplings. Please bring pot holders, a sharp knife, and containers for leftovers. Materials fee: $20, payable to instructor at the beginning of class.
CRN #11789 1 Monday, 3/12, 6-9:30 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room
Fee: $45
Instructor: Carol Lazzeri-Casey

Polenta Workshop
Students will discover several interesting varieties of the Northern Italian staple food, polenta. Learn that polenta isn’t just “corn meal mush,” but can be transformed into a countless array of unique and succulent variations. Experiment with dishes such as Polenta con Pancetta (with Bacon), Herb Polenta with Mushroom and White Wine Sauce, Polenta with Sautéed Onions and Parmesan Cheese, Yellow Polenta with Marinara Sauce, and Polenta con le Patate (with potato). Please bring pot holders, a sharp knife, and containers for leftovers. Materials fee: $10, payable to instructor at the beginning of class.
CRN #11790 1 Saturday, 3/24, 9 a.m.-1 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room
Fee: $50
Instructor: Carol Lazzeri-Casey

“Around the Globe” Series Visits Italy
The second course in the “Around the Globe” series, students will experience Italian-inspired dishes, such as Portabella Eggplant Parmesan with Savory Marinara, Mixed Field Greens with Hot Garlic Dressing, Medallions of Pork Tenderloin in Marsala Sauce over Vermicelli, and for dessert ... Tiramisu! If students would like to bring wine to accompany their samplings, a Merlot would be a good choice. Please bring pot holders, a sharp knife, and containers for leftovers. Materials fee: $30, payable to instructor at the beginning of class.
CRN #11791 1 Saturday, 3/31, 9 a.m.-1 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room
Fee: $50
Instructor: Carol Lazzeri-Casey

Cinco de Mayo Celebration
Bring the spirit of Mexico into your home! Have your friends bring their sombreros, pop some lively Mexican music into your stereo, and get ready for a Cinco de Mayo Fiesta! Students will learn to make appetizers such as Zesty Guacamole and first-course dishes of Stuffed Poblano Peppers, as well as Cheese Quesadillas with Black Bean and Corn Salsa, while sipping a “Perfect Margarita”! For a second-course entree, the class will prepare Spare Ribs with Chipotle Honey Barbecue Sauce, and Roasted (Mexican Style) Vegetables. Top off the feast by discovering simple yet mouth-watering Apple Enchiladas. Please bring pot holders, a sharp knife, and containers for leftovers. Materials fee: $35, payable to instructor at the beginning of class.
CRN #11792 1 Saturday, 4/28, 9 a.m.-2 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room
Fee: $60
Instructor: Carol Lazzeri-Casey

Mexican Fiesta
The popularity of Mexican cuisine attests to the tremendous variety of dishes, an appreciation of the right combination of ingredients and the Mexican imagination. This course will focus on California-style Mexican dishes that are similar to the more familiar Tex-Mex but are not as hot and spicy. Prepare and enjoy a variety of dishes that are fun and easy to make with local ingredients. Start with empanadas, savory filled turnovers, then proceed to chimichangas, a flour tortilla that is filled, rolled and fried. Prepare cheese enchiladas, tostados, and sautéed shrimp with steamed tamale and tomatillo sauce. Learn how to prepare Juarez corn salad, and top off this Mexican fiesta with a strawberry margarita pie. Materials fee: $15, payable to instructor at beginning of class. Participants should bring a sharp knife, dish towels, and pot holders to class.
CRN #11835 1 Saturday, 3/17, 12:30-4 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room
Fee: $45
Instructor: Dorothy Alderman attended the Culinary Institute of America and the Institute of Gastronomy and Culinary Arts. She has been teaching cooking and baking for more than 20 years.

Participants in Cuisine classes should bring aprons, potholders, a knife, and containers for leftovers.
Spring Fling Pies
Celebrate spring with fruit pies. Master the art of making tender, flaky pastry and turning strawberries, blueberries, raspberries, peaches and rhubarb into mouth-watering desserts. Participants will also learn how to bake cobblers, crisps and crumbles, and turn fresh and frozen fruits into desserts that will have friends and families begging for more. Bake and sample: strawberry tart, peach pie with peach-ginger sorbet, strawberry rhubarb pie, blueberry cobbler and rhubarb crisp. Participants should bring a sharp knife, dish towels and potholders to class. Participants should also bring a pastry blender, if possible. Materials fee: $10, payable to instructor at beginning of class.
CRN #11836 1 Saturday, 4/14, 12:30-4 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room Fee: $45 Instructor: Dorothy Alderman

Cool Desserts
Keep yourself and your kitchen cool by creating desserts that wait in your refrigerator or freezer. Many of the desserts require no baking at all, and others can be baked in advance, assembled, and frozen until ready to serve. All are refreshing and delectable to eat. We will make and share: lime soufflé (a company favorite), lemon freeze (satisfying but low in calories), lemon-filled brownie sundae (a winning combination), white chocolate mousse flavored with strawberries or peaches (you will never ask for dark chocolate mousse again), and watermelon-raspberry slush (served in a tall glass). Students should bring sponges, dish towels and pot holders to class. Materials fee: $14, payable to instructor at beginning of class.
CRN #11834 1 Saturday, 5/12, 12:30-4 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room Fee: $45 Instructor: Dorothy Alderman

Fish and Shellfish: The Ocean’s Bounty
Discover how to make the most of fresh seafood, which is brimming with nutrition and low in calories and fat. In this hands-on class, prepare Seafood Newburg, cod and vegetables en Papillote, and a scrumptious almond-encrusted salmon. Shellfish dishes include shrimp scampi, spicy shrimp sauté, and sea scallops Americaine. Participants will learn proper selection and handling of fish and shellfish, and how to prepare complementary sauces for seafood dishes. Materials fee: $15, payable to instructor at beginning of class.
CRN #11833 1 Saturday, 4/21, noon-4:30 p.m. MCC Bldg. Lowe L293 (South Kitchen), meet at Cheney Dining Room Fee: $60 Instructor: Carl Stafford is a professor in Hospitality Management at MCC. He has been in the food industry for more than 25 years.

Cabernet Sauvignons from All Over the World
The world’s most popular red wine, the “king” of all red wines, Cabernet Sauvignon, will be featured in this course. Cabernet Sauvignons from all over the world—produced under different weather conditions, from different clones and from different vintages, and made to match different foods—will be tasted and evaluated. Significant differences in style, taste and bouquet will be noted by their country of origin. This tasting promises to be a wonderful session for all those who appreciate great red wines. Please bring an assortment of hardy foods to munch on, and we’ll supply the glasses. Register early, as enrollment is limited to 20 participants. Materials fee: $20, payable to instructor at the beginning of class.
CRN #11780 1 Friday, 2/23, 6:30-9:30 p.m. MCC Bldg. Lowe L294 (Cheney Dining Room) Fee: $30 Instructor: Gene Spaziani is a retired MCC professor who started the first wine classes in Connecticut at MCC in the early 1970s. He is a noted wine journalist and author who writes the weekly wine column for the Journal Inquirer.
Cuisine

A "Zinful" Evening of America's Wine: Zinfandel

Considered America's red wine grape, Zinfandel will be featured for this session. A "zinful" evening is in store for all attendees who love the Zinfandel's rich, fruity, berry-like spiciness ... and we will offer you a dozen varieties to taste and evaluate. As a testament to its popularity, each year a convention featuring hundreds of Zinfandel producers is held in California, and thousands of tasters from the all over the world attend to savor this delicious wine. The vintages that you will taste will be from different regions produced by premium wineries. Please bring spicy munchies to match these wines, and we'll supply the glasses. Register early, as enrollment is limited to 20 participants. Materials fee: $20, payable to instructor at the beginning of class.

CRN #11781 1 Friday, 3/16, 6:30-9:30 p.m.
MCC Bldg. Lowe L294 (Cheney Dining Room) Fee: $30
Instructor: Gene Spaziani

Fruit Blended and Fruit Wines: A New, National Trend

The country has become enchanted with fruit flavors and this trend has also spread to the wine industry, as numerous producers from all over the country are blending and making delicious fruit wines. This session is not for the "wine snob" or "wine biased" person, but for those who love tasty wines and have an open mind about them. We will taste a wide variety of award-winning fruit wines and fruit-blended wines for attendees to evaluate, including cherry, peach, strawberry, blueberry, elderberry, apple, and blackberry. You will be surprised at the quality and flavor of these wines! This is the first fruit wine session ever to be offered in Connecticut—come and be a part of history. Please bring an assortment of munchies to nibble on, and we'll supply the glasses. Register early, as enrollment is limited to 20 participants. Materials fee: $20, payable to instructor at the beginning of class.

CRN #11782 1 Friday, 4/27, 6:30-9:30 p.m.
MCC Bldg. Lowe L294 (Cheney Dining Room) Fee: $30
Instructor: Gene Spaziani

Culture, History & Science

The Wadsworth Atheneum Museum of Art: Learning to Appreciate the Collection

Expand your appreciation of art by exploring works in the collection of the Wadsworth Atheneum Museum of Art. You will be introduced to elements of art and design, as well as basic art vocabulary. Learn to look at art critically through lively discussions in which we will talk about our experiences with art. What do you see and feel? What do you think and why? Together we can discover the “answers” by sharing our observations and freely expressing our thoughts and ideas. For the third session, the class will meet at the Wadsworth Atheneum Museum of Art, 600 Main St., Hartford, to enjoy the experience of art firsthand. No prior knowledge of art is necessary. Museum admission is included in the course fee.

CRN #11813 3 Fridays, 5/4-5/11, 2-3:30 p.m.
MCC Bldg. AST C211; & 5/18, 2-3:30 p.m. Wadsworth Atheneum Museum of Art
Fee: $50
Instructor: Charlene Shang Miller is Associate Museum Educator for Docent Program and University Audiences at Wadsworth Atheneum Museum of Art. She holds degrees from the University of Michigan and the University of Southern California, and brings a wealth of experience in innovative art museum teaching and programming.

Taste of the Ages: The Art of Egypt

As early as 2700 B.C., the Egyptians were making enduring works of art. Egyptian art was religious, and their religion centered on the afterlife. Their tombs were substantial and highly decorated. Participants in this seminar will examine the culture and religion of the people from the lands flanked by the Nile. Explore the architecture and significance of the Great Pyramids (the largest was built with more than two million two-and-a-half-ton stone blocks) and ancient temples, like the Mortuary Temple of Queen Hatshepsut, the only female Pharaoh. Join us for a fascinating look at the art treasures left behind in the tombs of the other Pharaohs and nobility.

CRN #11889 2 Fridays, 5/4-5/11, 6:30-8:30 p.m. MCC Bldg. LRC B208
Fee: $40
Instructor: Dr. Akram Erik-Soussi

Of Similar Interest

See the Art & Crafts section on pages 5-9.
Town Meeting: Connecticut in the Spring of Blue
How’s the Republican’s terror? How’s Joe Lieberman doing—still a triple threat? How’s Chris Dodd winging it in Iowa and Haddam, etc., etc.? How’s Jodi Rell? Hear any good political tom toms from New Hampshire? San Francisco? Chicago or China? The middle class natives are restless ... only about 17 months to presidential elections. In other words, Connecticut is buzzing with good stuff worth growling about under the amiable direction of retired Hartford Courant editor and reporter Charles F.J. Morse—and we haven’t even mentioned global warming, stem cells, electric rate increases, same sex marriages, Iraq, spinach, or I-95 south of New Haven.

CRN #11865 6 Fridays, 4/13-5/25 (does not meet 4/20), 11 a.m.-12:30 p.m. MCC Bldg. AST C203 Fee: $39
Instructor: Charles F.J. Morse has spent a lifetime lamenting, laughing and languishing in Connecticut’s governments and politics. He retired from the Hartford Courant (before Chicago) after a 38-year career observing, reporting, interpreting, and columnizing moments of glory and occasional pratfalls in this wonderful state of New England blueness.

Global Warming: Science and Solutions
Scientists agree—climate change is underway, humans are largely to blame, and we don’t have much time to do something about it. According to the two-part course, we will first look at the science behind the headlines: the causes, the effects, and the evidence for climate change. In the second session, we will discuss climate change.
CRN #11860 2 Mondays, 5/14-5/21, 7-9 p.m. MCC Bldg. LRC B208 Fee: $25
Instructor: Christine Witkowski teaches earth science at MCC. She earned her M.S. in geology at the University of Connecticut, and completed additional post-graduate work in earth science at Boston University. She has been the recipient of several research fellowships and grants, and has studied geology in many parts of the world.

Ballroom Dancing I
No experience required! Anyone can learn the fox trot, the waltz, and some swing and jitterbug steps in this fun and relaxed course. Enrollment is limited to 15 pairs of dancers. It is recommended that you register with a partner. Class is held at Burton Dance Studio, 63 Linden St., Manchester.
CRN #11774 7 Tuesdays, 2/27-4/10, 6:15-7:30 p.m.
CRN #11775 7 Wednesdays, 2/28-4/11, 7-8:15 p.m.
Fee: $89 (per person)
Instructor: Beverly Burton is the owner and director of Burton Dance Studio in Manchester, which she established in 1958. She has also been an educator for many of the major dance organizations over the past 40 years. Past students have commented, “We enjoyed the course so much!” and “Ms. Burton is a patient instructor and we look forward to taking more courses from her.”

Ballroom Dancing II
Don’t stop now! You’ve learned the basic steps, and you actually started having fun in those last couple classes of Ballroom Dancing I, didn’t you? Well, what better time to improve your skills and learn new dances than now? The basic dances—foxtrot, waltz and swing—will be reviewed, and new steps will be taught, depending on the interest and ability of the class. Some Latin dances will also be included, such as the rumba, Merengue, and salsa. Participants should have taken Ballroom Dancing I or have permission of the instructor. It is recommended that you register with a partner. Class is held at the Burton Dance Studio, 63 Linden Street, Manchester.
CRN #11776 7 Tuesdays, 2/27-4/10, 7-8:45 p.m.
Fee: $89 (per person)
Instructor: Beverly Burton
Dance

Jump, Jive an’ Wail: Swing Dance
Join the swing dance revival that’s sweeping the country. Find out why everyone’s having so much fun discovering and mastering the dances their parents did when they were young. Learn the intimacy and romance of ballroom dancing with the high-energy excitement of early rock ‘n’ roll dancing. The music is great, too! Depending on the interests of the class, learn and practice basic steps of the jitterbug, Lindy and more. Enrollment is limited to 15 pairs of dancers. It is recommended that you register with a partner. **Class is held at Burton Dance Studio, 63 Linden St., Manchester.**

CRN #11777 7 Thursdays, 3/1-4/12, 7:45-9 p.m. Fee: $89 (per person)
Instructor: Beverly Burton

More Jump, Jive an’ Wail: Continuing with Swing Dance
So you’ve got the bug—the jitterbug that is! This course is a sequel to **Jump, Jive an’ Wail: Swing Dance,** and you will continue in the fun and mastery of swing dance. Enrollment is limited to 15 pairs of dancers. It is recommended that you register with a partner. **Class is held at Burton Dance Studio, 63 Linden St., Manchester.**

CRN #11778 7 Wednesdays, 2/28-4/11, 6:15-7:30 p.m.
Fee: $89 (per person)
Instructor: Beverly Burton

Line Dance
Have fun while you exercise too! Some country dance will be included, but other styles will also be taught. Each dance that is introduced will be reviewed each week as a new one is taught. A partner is not necessary. **Class is held at the Burton Dance Studio, 63 Linden Street, Manchester.**

CRN #11779 7 Thursdays, 3/1-4/12, 6:15-7:30 p.m.
Fee: $89 (per person)
Instructor: Beverly Burton

Latin Salsa Dance and Other Tropical Rhythms (formerly Latin Dance)
If you got excited about the TV contest, “Dancing with the Stars,” and wished that you were a part of it, or if your desire is to become a potential dance competitor in “So, You Think You Can Dance?,” then this is the class for you. You will learn how to master sensual and hot Latin rhythms, such as salsa, Cumbia, and Merengue. Students will also be introduced to other Caribbean rhythms, such as cha-cha, mambo, and Bachata. Non-marking, athletic shoes must be worn. Please bring a combination lock to store your personal belongings during class.

CRN #11707 8 Wednesdays, 2/28-4/18, 6:15-7:15 p.m.
MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $99
Instructor: Oswaldo Tirano

Latin Dance Party: A Total Immersion in the Spanish Language
Do you want to “mambo” your Spanish? Speed up your listening and speaking Spanish skills through total immersion in this unique dance and language combination course. You will learn fun and practical aspects of Hispanic culture, while mastering some of the modern Latin dance rhythms, such as salsa, Merengue, and Cumbia, as well as being introduced to other tropical rhythms. This course is ideal for travelers to Spanish-speaking countries and language teachers and students who want to strengthen their Spanish skills through immersion in the culture. The course will culminate with a “Feista Latina.” Please note: an intermediate level of Spanish is recommended. Non-marking, athletic shoes must be worn. Please bring a combination lock to store your personal belongings during class.

CRN #11708 8 Wednesdays, 2/28-4/18, 7:30-8:30 p.m.
MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $60
Instructor: Oswaldo Tirano

Continuing Middle Eastern Dance
Eight weeks is simply not enough time to learn everything about Middle Eastern Dance. Continue the journey and take the next step! Using the building-block movements learned in **Middle Eastern Dance for Beginners,** this course will explore the elements of a typical Middle Eastern Dance routine. Concepts to be discussed include the use of music, props, movement layering, and expression to enhance your dance technique. Participants must be at least 16 years of age. Appropriate exercise or dance clothing (sweats, leotards, t-shirts and gym shorts, etc.) and footwear (jazz shoes, ballet slippers or socks) are recommended. Please bring a combination lock to store your personal belongings during class. Prerequisite: **Middle Eastern Dance for Beginners,** or some previous Middle Eastern dance experience.

CRN #11709 8 Tuesdays, 4/3-5/22, 6:30-8:30 p.m.
MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $99
Instructor: Tony Leshinskis (Hijara) has performed Middle Eastern dance since 1989 and is a founding member of Desert Moon Dancers, Connecticut’s foremost Middle Eastern dance troupe. He has taught Middle Eastern dance classes through various adult education programs since 1998.

Unleashing the Diva Within through Kripalu Danskinetics™
Love to dance? Hate to exercise? Get fit the fun way with Kripalu Danskinetics™. A fusion of Kripalu yoga and dance, Danskinetics™ is a well-rounded workout for the body and soul. Learn to release tension and stress. Move with confidence and ease as you connect with others in a supportive, non-judgmental environment. Each session begins with gentle yoga warm-up postures, followed by a period of fun, lively dance, and a rhythmic cool-down. Classes end with deep relaxation exercises.

No previous experience is required to join in the fun while energizing the spirit! Please bring mat, drinking water, and a combination lock to store your personal belongings during class.

CRN #11801 8 Thursdays, 4/19-6/7, 7-8:15 p.m. MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $65
Instructor: Ludwika “Vicky” D’Agostino is a certified Kripalu Yoga and Kripalu Danskinetics™ instructor who teaches at a studio in South Windsor. She is also a puppeteer, singer, songwriter, and music/theater enthusiast.

Of Similar Interest
See Feldenkrais® courses on page 10 and Fitness courses on pages 33-35

www.mcc.commnet.edu

Continuing Education (860) 512-2800
Introduction to Acting
Do you want to have fun, laugh a lot, and let the actor in you out? Everyone can act; everyone can improvise. Using specifically designed exercises and structured improvisations, you will perform in a comfortable environment where you will shine as you take your first steps on stage. This type of training provides a foundation of ease and freedom, not only for further dramatic training, but also for the social and professional interactions in your everyday life. If you want to build confidence, think creatively on your feet, and inspire your imagination, then this is the course for you. No previous experience is necessary.
Participants must be at least 18 years old.
CRN #11723 6 Mondays, 3/26-4/30, 6:30-9 p.m. MCC Bldg. LRC A108 Fee: $95
Instructor: Michelle Pawlina-Martins is a professional actress, motivational speaker, and former trainer for the “Making It Count” programs, as well as a certified teacher. She has appeared in more than 20 professional productions in theaters from New York to Florida, and in more than 40 commercials, films, and industrials. She can currently be seen on TV and heard on the radio as the spokesperson for the Lia Auto Group on CT, MA, and NY.

Introduction to Commercial Acting
Ever watch a TV commercial and think, “I can do that!”? Don’t know where to start? This class is your opportunity to get acting basics, while enhancing your communication skills and building confidence in a relaxed, stress-free environment. This class will explore varied acting and improvisational skills targeted specifically to the needs of a potential commercial audition. Each week will involve feedback and critique of class work. Students should bring a blank VHS video tape to record class work for home viewing. Students should also be at least 18 years old.
CRN #11814 3 Wednesdays, 4/11-4/25, 6-8:30 p.m. MCC Bldg. Lowe L240 Fee: $60
Instructor: Barbara King is a lifelong theater devotee and has worked in professional summer stock. She has an M.A. in history, has taught high school and college history and psychology, and has been a trainer in business and state government.

Introduction to Voice-Over: Put Your Mouth Where the Money Is
The voices that you hear behind TV commercials and movie trailers belong to real people who make good money doing what they do. Learn about the many opportunities that exist in the world of voice-overs and how you can become part of that world. Commercials, industrial films, narrations, characters and animation are just a few of the possibilities waiting for good voice-over artists. Students in this course will learn what producers are looking for, where the auditions are, the pros and cons of having an agent, and much more. Turn your natural speaking voice into a fun and lucrative career. An invitation to tour a Hartford area recording studio will be extended to those who are interested.
CRN #11816 4 Mondays, 4/30-5/21, 7-9 p.m. MCC Bldg. V6 V162 Fee: $50
Instructor: Eric Michael Summerer is a professional voice-over artist and producer with years of experience in the radio and recording industries. Commercial and narration clients include New Balance, MedCo Health, Nestle, and SkillSoft. Eric will also be starring in upcoming games for the PlayStation and Xbox consoles.

Broadway Musicals
For theater fans and students, this course is an opportunity to explore what makes Broadway musicals unique and special in the world of theater. What shows have been hits and why? Which ones are the famous flops? The successful revivals? The shows that have gone from Broadway to Hollywood, and the reverse? Who are the top composers, lyricists, and producers? The answers to these answers and more will be elucidated for you. The course will also cover how the Broadway musical evolved from its roots in European theater, vaudeville, burlesque, minstrel shows, “follies,” and revues, and how it has reflected the changes in American society and taste right into the 21st century. Class sessions will include viewing videos of various production numbers, listening to selections from original Broadway cast albums, and opportunities for students to present their favorites.
CRN #11911 2 sessions, Saturday & Sunday, 5/5-5/6, 10:30 a.m.-4:30 p.m. MCC Bldg. V2 V127 Fee: $149
Instructor: Ron Millkie is a professional actor who has appeared in several movies, a Broadway national tour, off-Broadway plays, commercials and daytime television.

Of Similar Interest
Say It! Sing It! Find Your Voice on page 10
Grammar Basics I
Can you understand and speak English, but are unsure about using grammar correctly at work or in social situations? In this class we will review the basic verb tenses and build on grammar skills, such as modals, time clauses, gerunds, and infinitives. The focus will be on the review and reinforcement of grammar skills through workbook exercises. Listening, speaking, reading and writing activities will also be incorporated into the course. Required text: More Grammar Practice 2, Thomson-Heinle, available at the MCC Bookstore.
CRN #11728 6 Wednesdays, 2/7-3/21 (does not meet 2/21), 7:40-9:40 p.m. MCC Bldg. LRC A226 Fee: $120
Instructor: Marge Dill has been an adjunct instructor of English and English-as-a-Second Language at MCC since 1993. She is an avid traveler, has lived abroad, and enjoys working with and learning from students of different cultures.

Grammar Basics II
As a continuation of Grammar Basics I, students will practice more advanced verb tenses and grammar skills. Students who did not take Part One are welcome to attend if they have strong basic grammar skills. Required text: More Grammar Practice (level to be announced), Thomson-Heinle, available at the MCC Bookstore.
CRN #11730 6 Wednesdays, 3/28-5/2, 7:40-9:40 p.m.
MCC Bldg. LRC A226 Fee: $120
Instructor: Marge Dill

ESL: Conversation, Customs and Culture I
Do you want to practice your English while learning about American customs and culture? If you’ve been shy or worried about speaking English or making mistakes in social situations, you’re not alone. Join with other ESL students in a relaxed, informal atmosphere as we talk, laugh and learn about a wide variety of everyday, practical and social situations. Topics to be discussed will be largely determined by the interests of the class, but may include learning the meaning of idioms, listening to model dialogues, and discussing what to do in problem situations. Practice your communication skills as you share aspects of your culture with your classmates and explore your common interests. If possible, please bring some items from your cultural background, such as photographs, maps, music, or art, to the first class. This course is ideal for au pairs who need to fulfill their educational requirements. Students should be at a high beginner to intermediate level of spoken English. Required text: The Heinle Picture Dictionary (in English), Heinle/Thomson, available at the MCC Bookstore.
CRN #11727 6 Wednesdays, 2/7-3/21 (does not meet 2/21), 5:30-7:30 p.m. MCC Bldg. LRC A226 Fee: $120
Instructor: Marge Dill

ESL: Conversation, Customs and Culture II
In this continuation of ESL: Conversation, Customs and Culture I, topics that reflect the interests of the class will form the basis for discussion. New students, as well as continuing students, are welcome. If possible, please bring to the first class an artifact from your culture, such as a photograph, travel brochure, piece of art, or book. Required text: The Heinle Picture Dictionary (in English), Heinle/Thomson, available at the MCC Bookstore.
CRN #11729 6 Wednesdays, 3/28-5/2, 5:30-7:30 p.m.
MCC Bldg. LRC A226 Fee: $120
Instructor: Marge Dill

Grammar in Context I
This course is designed for students with a good working knowledge of English grammar, including the basic verb tenses of past, present and future. Participants will build on grammar skills, modals, time clauses, gerunds, and infinitives. Listening, speaking, reading, and writing exercises will help students with their communication skills. Prerequisite: Previous ESL course work or permission of instructor.
CRN #11731 6 Mondays, 2/5-3/26 (does not meet 2/12 & 3/19), 7-9 p.m.
MCC Bldg. LRC B208 Fee: $120
Instructor: Ricardo Canal earned his B.A. in English, with a concentration in writing, at the University of Hartford and an M.A. in TESOL (Teaching English to Speakers of Other Languages), with a concentration in linguistics, at Central Connecticut State University. He has done extensive tutoring in English, Spanish, and other languages at MCC’s Learning Center and Language Lab. During the academic year, he also teaches ESL credit courses at MCC.

Grammar in Context II
A continuation of Grammar in Context I, this course is designed for students with a good working knowledge of English grammar. Students will continue to build on grammar skills, the perfect and past tenses, the passive voice and more sophisticated grammar topics. Listening, speaking, reading and writing exercises will supplement the text and improve overall English comprehension skills. Prerequisite: Grammar in Context: Part I, or permission of instructor. Required text: More Grammar Practice 2, Thomson/Heinle, available at MCC Bookstore.
CRN #11732 6 Mondays, 4/2-5/7, 7-9 p.m. MCC Bldg. LRC B208 Fee: $120
Instructor: Ricardo Canal

Pronunciation Practice: Accent Reduction
Learning English as a second language represents a giant step forward for émigrés seeking a new life in the United States. The next step in the process may involve speaking English with a less pronounced accent. This course is designed for intermediate to advanced ESL students and workplace employees who already have a good command of the English language. The focus will be on improving quality, comprehension and consistency of spoken English. Special emphasis will be placed on reducing native accents and improving articulation, rhythm, intonation and connected speech. Students will find themselves overcoming communication barriers with new confidence, productivity will increase and improved integration will be evident in the workplace or academic environment. Students will need to submit three, 90-minute audio cassettes to the MCC Library prior to the start of classes to obtain the material necessary for class.
CRN #11733 7 Wednesdays, 2/7-3/28 (does not meet 3/21), 6:30-8:30 p.m. MCC Bldg. LRC A108 Fee: $140
Instructor: Ricardo Canal

GED Classes at MCC
Ongoing Registration
NO CHARGE
Provided by Vernon Regional Adult Basic Education
Call (860) 870-6000 ext. 139 for more information and to register.
Understanding Yourself and Others: An Introduction to the Myers-Briggs Type Indicator (MBTI)

How well do you know yourself? Are you clearly aware of your natural talents, your special gifts, your core values, your blind spots? And how well do you know the people closest to you—family members, friends, work associates? Many of us assume that all people are basically like us ... or should be! This assumption can lead to considerable misunderstanding, and often, stress and conflict. Myers-Briggs type theory offers an affirmative pathway to greater understanding of self and others. In the MBTI framework, there are no “good” and “bad” types, just different types, based on differences in how people think, communicate, interact with others, and make decisions. You will complete an informal MBTI self-scoring inventory to help you identify your own “type,” and participate in group discussion and exercises that will explore the impact of type preferences on people’s behaviors and expectations in family, social and work situations. The second class will be devoted to applications of type knowledge, and how to strengthen personal and professional relationships by dealing constructively with type differences. Required text (approximately $10): Introduction to Type, Briggs Myers, available at MCC Bookstore.

CRN #11882 2 Mondays, 3/5-3/12, 7-9:30 p.m. MCC Bldg. AST C209 Fee: $65

Instructor: Hila Yanai, Ph.D., maintains a private practice as a consultant and trainer for leadership development and teamwork programs. She has also taught career development courses and workshops at the University of Hartford and Wesleyan University, and worked as a career counselor at the Hartford College for Women and the University of Hartford.

Emotional Intelligence and Parenting: Helping Children to Make the Most of Their Potential

Most of us have experienced the frustration of watching a child’s anger, defensiveness, poor social skills, or lack of motivation undermine their efforts at school, with friends, or at home. Experts now recognize that IQ alone cannot predict one’s potential to achieve success or experience happiness in life. Studies indicate the EQ, or emotional intelligence, matters much more in helping us to be effective, self-responsible, successful and happy people. In addition, recent breakthroughs in neuroscience research have enabled us to learn more about how our minds and bodies are interrelated and how this impacts our EQ. In this lively, experiential workshop, we’ll explore some surprising and very useful information regarding emotions and behavior in all of us. Parents, grandparents, teachers, and school administrators will gain practical strategies for helping children develop their EQ to reach their fullest potential.

CRN #11831 1 Saturday, 4/14, 9 a.m.-noon MCC Bldg. LRC B144 Fee: $30

Instructor: Cynthia Woodis West holds a master’s degree in applied psychology and is a Certified EQ Life Coach, Executive Coach, and Trainer for CT Emotional Wellness Center. She is a former social worker, and foster and adoptive parent trainer. She is currently an adjunct psychology instructor at MCC.

Planning and Paying for College

The nationwide average cost of sending your child to college is now $30,000 per year. This workshop is designed for the parents and grandparents of 7th, 8th, and 9th graders to help them reach one of their most important goals—planning and saving for their children’s college education. Guest speaker Michael Pici, a financial advisor, will join the instructor in explaining college financial aid programs and will focus on financial investment strategies which you should consider now before your child becomes of college age.

CRN #11817 1 Wednesday, 3/14, 7-8:30 p.m. MCC Bldg. LRC B208 Fee: $15

College Admissions in Competitive Times: A Workshop for High School Sophomore/Juniors and their Parents

With more students than ever before graduating from high school, has college admissions become more competitive? Is there really such a thing as a perfect college? What can be done in high school to prepare for college? This workshop is designed to help students and parents learn why early planning for college is important. Strategies for finding and selecting the right college or university to meet a student’s interests, talents, and career objectives will be discussed. Each parent who registers for this course may enroll one student for free. Registration information will still be requested for both parent and child. Please call Jessie Bradley in Continuing Education at (860) 512-2823 to register.

CRN #11818 1 Saturday, 3/31, 10:30 a.m.-noon MCC Bldg. LRC A108 Fee: $15

Instructor: Dr. Heather Ricker-Gilbert, who holds a graduate degree in higher education from Penn State University, has spent her career at various colleges and universities as an administrator, faculty member, and advisor. She is an independent educational consultant specializing in college selection and admissions.

Mortgages and the Home Buying Process

This class is intended for those who are considering purchasing their first home, as well as those who are repeat buyers interested in the most up-to-date information regarding the mortgage industry. Participants will gain knowledge on the following topics: completing a home buying strategy; the impact of a credit score; pre-approval vs. pre-qualified; choosing a realtor; effectively negotiating the purchase of a home; choosing a suitable loan program; rent vs. own; and, if applicable, the most prevalent mistakes that sellers make when selling their home. There will be handouts regarding each of the topics to aid in the learning of the material.

CRN #11862 1 Tuesday, 3/27, 7-9 p.m. MCC Bldg. LRC B144

CRN #11863 1 Tuesday, 5/15, 7-9 p.m. EHCCC Room 3 Fee: $25

Instructor: Eric Kincheloe has nearly ten years of mortgage lending experience. He also has experience in training other mortgage professionals and is currently a branch manager for a national lender.
My Neighbor Has a Living Trust—Should I?

What is a “living trust,” will it work for you, and will it really accomplish what you think it will? Why do so many people have them? How do living trusts compare to the Probate Court process and is probate really lengthy and expensive? Do you need a living trust to reduce estate taxes? Is what your friend did the right thing for you? What is the difference between a living trust and a will? If you have a will, what should it say? Is it a good idea to own assets jointly with your spouse or children? What is a “power of attorney,” and should you give one to your spouse or children? What can they do with a power of attorney? Is this the same as the executor of the will? Should you have a living will regarding termination of medical treatment? When and how will it apply? Let us take the confusion out of the process. We have been teaching about these issues for years; we will give you the right explanations and answers, and provide actual cases showing you how it all works. Materials fee: $10, payable to instructor at beginning of class for informational booklet.

CRN #11819  1 Thursday, 5/3, 6:30-8:30 p.m.  EHCCC Room 3
Fee: $25
Instructor: Paul T. Czepiga is a practicing attorney with the Czepiga Law Group LLC of Newington.

Should I Give my Home to my Children?

Gifting Strategies that Prevent you from Going Broke at the Nursing Home

What happens if I give my home to my children? Will this affect my ability to receive public benefits? How do I get into a nursing home and who is responsible for paying for my care? Is Medicare available? Will my spouse be kicked out of the family home? What is “36 months” all about? What were these new laws Connecticut passed in 2001 and 2003 making it harder to obtain Medicaid benefits? This course will answer these questions, while giving you examples on how single individuals and married couples can qualify for Medicaid benefits without losing your assets. Did you know that the house is a protected asset and the spouse is entitled to a minimum monthly income? Provided you know the rules and plan ahead, a married couple or individual can protect almost all of their assets. Medicaid buzz words, such as “penalty period,” “look back period,” and “community spouse protected amount,” will be examined. In addition, we will discuss potential changes in Connecticut Medicaid gifting rules and how they might affect your ability to protect assets. We will also examine what a good, long-term care insurance policy should contain and in what situations such insurance is necessary. Materials fee: $10, payable to instructor at beginning of class for informational booklet.

CRN #11821  2 Thursdays, 3/10-3/17, 6:30-8 p.m.  EHCCC Room 3  Fee: $25
Instructor: Paul T. Czepiga

Finding Investment Information on the Internet

Would you like to become more informed in your investment decisions? In this hands-on course, you will learn how to use the Internet to find investment information about companies and stocks, and where to locate sites that can immediately help you with your research needs. You will learn how to screen for specific criteria, such as dividend yield, dividend date, and stock split date, as well as learning about moving averages, stock charts, and annualized returns.

CRN #11885  2 Saturdays, 3/24-3/31, 9-11:30 a.m.  MCC Bldg. LRC B141  Fee: $25
Instructor: Steven Bloom, M.Ed., is an entrepreneur, as well as an MCC adjunct and Continuing Education faculty member, where he teaches computer software and business courses. His consulting background includes local, state and federal government, Fortune 500, and private companies.

Successful Financial Strategies for Those Nearing Retirement

This course is designed specifically for those nearing retirement. With financial independence, retirement can be the most fulfilling time of your life, and can be achieved by learning basic money management concepts and issues. Topics include how to reduce pressures on your retirement income; which assets are appropriate for retirement income, lifetime use, and future generations; and how to make appropriate health care decisions. We will also explore some options that allow you to transfer assets to other generations of your family. A “hear it, see it, read it, write it” teaching method makes it easy for you to understand and remember the practical information. No products or investments will be promoted or offered. An optional financial planning consultation is provided after the class. Materials fee: $25, payable to instructor at first class, for course workbook.

CRN #11820  3 Saturdays, 4/14-4/28, 10 a.m.-noon  MCC Bldg. LRC B208  Fee: $30
Instructor: Steven Jacques is a registered investment advisor with an independent firm. He has been providing financial advice for more than seven years.

Estate Planning for Retirees

“How can I protect my money and property in my retirement years?”

There are plenty of myths about estate planning, and this seminar will focus on dispelling those myths. Through presentation and discussion, we will cover topics such as wills, living wills, power of attorney, health care powers, and different types of trusts. If you’re concerned about taxes (and who isn’t?), this seminar will present avoidance strategies for probate, as well as state and federal gift and death taxes. You will also be shown ways to protect their assets against health care costs, and the course will even touch upon document storage options. Primarily geared toward retirees, this seminar will address specific questions and needs. So, if you’ve been putting off this first step, now’s your chance to get off the sidelines. Come join us for this low-key and informative, two-part seminar.

CRN #11838  2 Tuesdays, 3/20-3/27, 6-7 p.m.  MCC Bldg. LRC A226  Fee: $25
Instructor: Frank Germano, CFP®, has worked in the financial services area for more than 15 years. He is a registered representative with Tower Square Securities, Inc. and a member of NASD/SIPC, and has his office in East Hartford.
Family, Finance & Consumer Issues

Investment Strategies for Retirees
Are you retired? Concerned about stock market declines? If so, this course is designed for you. Most people want to take charge of their money, but often feel that they don’t have the knowledge. Here’s your chance to learn about putting together a portfolio that suits your needs. Gain a better understanding of investment choices. Learn the “ins and outs” of mutual funds, IRAs, Roth IRAs, 401(k)s, TSAs, and pension funds. Acquire the knowledge to deal with taxation issues. We’ll look at a Nobel Prize-winning model on asset allocation and, most importantly, discuss how to protect against losses during a downturn in the market. You will also be provided with a suggested reading list. This seminar is for beginning as well as more experienced investors and provides a great opportunity to ask questions in a relaxed and informal setting.

CRN #11839 2 Tuesdays, 3/20-3/27, 7:15-8:15 p.m. MCC Bldg. LRC A226 Fee: $25
Instructor: Frank Germano

Fitness & Recreation

Fitness Management Certification Course
The fitness industry needs managers at all levels. Or maybe you want to own your fitness company? If you are a fitness professional and want more, then our specialists will present the most comprehensive blueprint ever created for developing, leading, managing, and operating a successful fitness business. This six-week course will cover the following topics: an overview of the health/fitness club industry; membership and retention; staffing issues; facilities and equipment; and operational practices. The course provides the primary skill sets required to succeed as a leader and manager in the health and fitness club industry. Students must take a final examination and present an oral project to earn the certification. For more information, please visit: www.witseducation.com. Call (888) 330-9487 to order the required textbook for the course. Textbooks at a cost of $57.92 should be purchased in advance and reviewed prior to first class. Please note: this course is held entirely in the classroom; no Fitness Center sessions are necessary. Students should bring a lunch to class.

CRN #11751 6 Saturdays, 3/3-4/7, 9 a.m.-4 p.m. MCC Bldg. AST C201 Fee: $540
Instructor: World Instructor Training School staff

Personal Trainer National Certification
The World Instructor Training School’s (WITS) certification course is taught at colleges across the country. Come join this fun field and be a part of what ABC News.com states as the fourth hottest job in the U.S., with a national average of $25/hour. Whether as a career move or for your own personal knowledge, get all the information you need to become a Certified Personal Trainer. This challenging course is taught over a five-week period for better retention and skill competency. The National Exam is held on the sixth week. Fifteen hours of hands-on, practical training prepare you to actually work with clients. Another fifteen hours of lectures include (but are not limited to) anatomy, exercise physiology, nutrition, and health screening. Subsequent proof of CPR and a 20-hour internship will prepare you to work successfully in the fitness field. This is a great opportunity to network with employers, while gaining valuable experience. For more information, please visit: www.witseducation.com. Call (888) 330-9487 to order the required textbook for the course, which costs $69.97. Textbooks should be purchased in advance and reviewed prior to first class. Non-marking athletic shoes must be worn. Please bring a combination lock in order to store your personal belongings during the fitness class sessions.

CRN #11752 12 sessions, Mondays (classroom) & Wednesdays (Fitness Center), 4/2-5/9, 6:15-9:15 p.m. MCC Bldg. AST T404 (classroom) and Lowe L154 (Fitness Center) Fee: $540
Instructor: World Instructor Training School staff

Cardio Kick-Boxing Workout
Get the most out of your exercise time and have fun doing it! Burn up to 800 calories per session! Take the excitement, music and energy of an aerobics program and learn self-defense techniques in an action-packed workout out. No prior experience needed; participants of any level can attend any class. The usual routine begins with warm-ups and stretching; then, on to the cardiovascular segment, where you’ll do basic punching and kicking moves to increase your heart rate; next, spend some time working with wave masters (a type of punching bag); and conclude your workout with some abdominal work and cool-down exercises. As these are continuous classes, beginning students follow along with the routine and learn from watching the instructor and other more experienced students. There is no person-to-person contact. No uniform is required. Please wear appropriate workout clothes. Students must be at least 16 years old. Equipment fee: $5, payable to instructor at first class. Please note: if you want to enroll in more than one session from the spring schedule listed below, please call Continuing Education at (860) 512-2800 before re-registering for your second session. Classes meet at the Academy of Martial Arts & Personal Development, 440 Oakland St., Manchester.

CRN #11804 8 sessions - choose from one of the following schedules:
- Tuesdays & Thursdays, 4/3-4/26, 9:30-10:30 a.m.
- Tuesdays & Thursdays, 4/3-4/26, 6-7 p.m.
- Tuesdays & Thursdays, 5/1-5/24, 9:30-10:30 a.m.
- Tuesdays & Thursdays, 5/1-5/24, 6-7 p.m.
- Tuesdays & Thursdays, 3/6-3/29, 6-7 p.m.
- Tuesdays & Thursdays, 3/6-3/29, 9:30-10:30 a.m.
- Mondays & Wednesdays, 3/12-4/4, 7-8 p.m.
- Mondays & Wednesdays, 4/9-5/2, 7-8 p.m.
- Mondays & Wednesdays, 5/7-6/4 (does not meet 5/28), 7-8 p.m.

Fee: $40 (per 8 sessions)
Instructors: Joel S. Waldron, owner and master instructor of The Academy of Martial Arts and Personal Development, has studied and taught martial arts for more than 25 years; and other Academy instructors.
Tai Chi for Health and Relaxation

Beginners of all ages are invited to come and let your chi energy flow! Learn to let your body release everyday stress, while strengthening your mind and body with this ancient Chinese art. Students will learn simple chi kung (breathing exercises) and a basic tai chi form by the end of the course. Please note: Students may attend any of the three scheduled sections listed below, and in any weekly sequence, in order to fulfill 16 sessions by the end date. For example, students may attend four classes a week for four weeks; two classes a week for eight weeks; or any combination of the above in order to complete 16 sessions. Please be aware that the course does not meet on one Monday (listed below). It will be the student’s responsibility to make sure that they are able to adjust their schedule in order to attend 16 sessions. The instructor will monitor each student’s weekly attendance. Class meets at Malee’s School of Tai Chi & Kung Fu, 991 Main St., Manchester.

CRN #11867 16 sessions - choose from any combination of the following schedules:
• Mondays & Wednesdays, 4/9-5/30 (does not meet 5/28), 12:30-1:30 p.m.
• Mondays & Wednesdays, 4/9-5/30 (does not meet 5/28), 7:30-8:30 p.m.
• Tuesdays & Thursdays, 4/10-5/31, 5:30-6:30 p.m.
Fee: $160
Instructor: Malee Khow, president of the U.S.A. National Tai Chi Chuan Federation, has studied and practiced the martial arts for more than 30 years. She is an international Wushu judge and multiple gold winner in international competition.

Yoga for Every Body

Practice the ancient, graceful and time-tested system of Kundalini yoga. Yoga is healthy, fun and feels good. It boosts your energy, improves your concentration and lifts your mood. Try it, and in a short time you’ll wonder how you ever got along without it. Each class consists of breathing, stretching, and physical exercises; mental concentration; mantra; meditation; and long, deep relaxation. All levels of experience are welcome. No previous experience or fitness level is required. Please bring a mat and a combination lock to secure your personal belongings during class, and wear comfortable workout clothes. Non-marking athletic shoes must be worn.
CRN #11799 6 Mondays, 2/26-4/2, 7:30-8:45 p.m.
MCC Bldg. Lowe L155 (Aerobics Studio)
CRN #11800 6 Mondays, 4/9-5/21 (does not meet 4/16), 7:30-8:45 p.m.
MCC Bldg. Lowe L155 (Aerobics Studio)
Fee: $65
Instructor: Mary Ann McCandless, M.Ed., is a certified instructor in Kundalini yoga and Khalsa Way, a prenatal/postnatal yoga practice. She has taught yoga in the Greater Hartford Area for more than 10 years.

Introduction to Pilates

The Pilates method may be today’s hottest exercise and the favorite workout of trim Hollywood actresses and international super models, but it has been endorsed by physicians for almost a century. Originally developed by Joseph H. Pilates in Germany in the early 20th century to help strengthen and condition muscles, Pilates is the ultimate mind/body exercise for anyone who wants to tone, streamline and realign his or her body without the bulked-up results of more conventional workout methods. This mat-based exercise combines elements of yoga and bodywork to strengthen the core muscles of the abdomen, while increasing flexibility in the legs, arms and smaller muscle groups. Learn how to firm and tone your muscles to improve posture and facilitate proper and graceful movement throughout your daily life. Participants should wear comfortable clothes and bring a mat. Non-marking athletic shoes must be worn. Please bring a combination lock in order to store your personal belongings during class.
CRN #11757 8 Saturdays, 3/24-5/19 (does not meet 4/7), 10:45-11:45 a.m.
MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $80
Instructor: Lorelei Chang, a native of Beijing, is a certified Pilates and yoga instructor, and a theater and dance faculty member at Trinity College, Connecticut Concert Ballet, and the Hartt School Community Division at the University of Hartford, where she will also become an adjunct instructor beginning in 2007. She began her dance training in classical ballet and Chinese folk dance at an early age, and is a dancer with the Full Force Dance Theater, under the direction of Katie Stevenson-Nollet. Lorelei has spent her career as a performer, teacher, and choreographer, both in China and the United States.

Intermediate Pilates

This class is for students who have already taken Introduction to Pilates, or who have had previous Pilates experience. Students will continue to develop their technique and will learn more advanced movements. Participants should wear comfortable clothes and bring a mat. Non-marking athletic shoes must be worn. Please bring a combination lock in order to store your personal belongings during class.
CRN #11758 8 Saturdays, 3/24-5/19 (does not meet 4/7), 9:30-10:30 a.m.
MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $80
Instructor: Lorelei Chang

Pilates on the Ball

This class builds upon the benefits of the mat-work Pilates class by adapting the exercises to the stability ball. Use of the resist-a-ball is effective in improving functional and static balance and developing high levels of strength, flexibility and beauty by practicing mental and physical control. The method represents a simple way of combining static stretching and aerobic breathing in a series of controlled, non-impact movements with the ball. Non-marking athletic shoes must be worn. Please bring a combination lock in order to secure your personal belongings during class.
CRN #11756 6 Fridays, 4/13-5/18, 6:15-7:15 p.m.
MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $60
Instructor: Davender Khokhar is an experienced yoga instructor who has worked in Mother Theresa’s home for orphans in New Delhi and at the American Embassy School in India. She teaches in various fitness programs, including those at MCC.

Of Similar Interest

See Body, Mind & Spirit courses on pages 10-12
Sunset Step
Come join this new step class! In each session, you will spend 50 minutes learning step patterns and core training, and then 10 minutes at the end for cool-down. Designed for all fitness levels, you will learn fun combinations while working out to the beat of good music. By the end of the course, you will have built up from basic routines to intermediate ones. You should wear comfortable, exercise clothes, and non-marking shoes are required. Please bring a combination lock to secure your personal belongings during class.

CRN #11784 6 Wednesdays, 4/25-5/30, 6-7 p.m. MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $40
Instructor: Kim Hamelin is a certified group instructor through the Aerobics and Fitness Association of America (AFAA) and the International Fitness Training Association (IFTA), and is also a certified Spin and kick-boxing instructor. She is working toward her associate’s degree in Sports and Exercise Science at MCC, as well as her personal trainer certification from the American Council on Exercise.

Functional Training
Functional training is a complete system of athletic development that focuses on training the body in the way it is used for everyday activities. Balance, core strength, and muscle work will be our best friends for six weeks. We will use all the posture muscles and stabilizers to maintain or gain strength for our daily routines.

CRN #11785 6 Wednesdays, 4/25-5/30, 7:15-8:15 p.m.
MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $40
Instructor: Kim Hamelin

Core Approach to Strong Abs and Glutes
Do you want that long, lean, sculpted look? Then this Pilates class is for you. Pilates is a discipline that encourages strength training and core stability. Keeping the core portion of your body (shoulder to hip squared) still enables you to use your own body as weight. This gentle form of weight training promotes long, lean muscle mass that emphasizes abdominal and gluteus muscles. This program is performed in repetitions of 4 to 10 of the same movements and sequentially progresses to the exercise. Moves are in an exact manner to ensure that the body flexes and extends as safely as possible. All of our exercises are performed on a mat in a slow, concise rhythm. For optimal results, students will also be encouraged to practice on their own for one or two times per week. Non-marking athletic shoes must be worn. Please bring a combination lock in order to store your personal belongings during class.

CRN #11783 6 Mondays, 4/16-5/21, 6:15-7:15 p.m.
MCC Bldg. Lowe L155 (Aerobics Studio) Fee: $45
Instructor: Angela DeMichele is certified in Stott Pilates and is also a certified instructor through the American Fitness Association of America (AFAA).

Introduction to Orienteering
The sport of orienteering involves both the mind and body. Originating in Sweden, orienteering is the skill of navigating through an unfamiliar area in the woods using a highly detailed topographic map and a compass to find the best way from checkpoint to checkpoint. Most participants hike at a leisurely pace, while others compete by running through the woods in a test of stamina and decision making. This course will emphasize the recreational rather than the competitive aspects of the sport. If you don’t have your own protractor compass, you may borrow one from the instructor. First class meeting is held indoors. The second class will be held at Gay City State Park, and will include map and compass exercises and an orienteering hike. Suitable for people of all ages, from eight to eighty. No experience is necessary. Children must be accompanied by a registered adult. Materials fee: $3, payable to instructor at first class.

CRN #11871 2 sessions, Wednesday, 3/21, 6-8 p.m. MCC Bldg. LRC B213; and Saturday, 3/24, 10 a.m.-noon, Gay City State Park Fee: $30
Instructor: Paul R. Pearson has been a member of the New England Orienteering Club for more than 20 years. He is certified as a Level I coach by the U.S. Orienteering Federation and has been teaching orienteering for more than a decade.
Fitness & Recreation

Let’s Get Hooked on Fishing!

Would you like to learn how to catch fish and have fun doing it? In this introductory course, you will learn exactly this. The instructor will demonstrate a variety of effective fishing techniques, and students will have the opportunity to practice in the classroom. Topics of discussion will include casting, rod/reel/line selection, bait presentation, lures, line tying, fish cleaning, and recipes, as well as Connecticut laws and regulations. Get hooked on fishing—and get ready for Opening Day!

CRN #11866 2 Tuesdays, 3/27-4/3, 7-9 p.m. MCC Bldg. LRC B213 Fee: $25
Instructor: Michael Boscarino has been fishing streams and ponds in Connecticut for more than 45 years. He has also written several fishing articles for the local newspaper, Columbia Crossroads. He is a former member of the Manchester Sportsman Club.

Essential Mountain Bike Skills

This informative and instructive course is for both beginning and advanced mountain bike riders. Learn new riding techniques and unlearn bad habits that are holding you back.

For beginners, learn correctly the first time, and for advanced riders, continue with your development. This course will cover bicycle and mechanical basics, but the focus will be on bike skills needed to expertly negotiate rocks, logs, corners, and Uphills and descents of trails. Students need to bring their own bike and helmet. Please note: one of the scheduled dates will serve as a rain date, if necessary.

CRN #11868 3 sessions, Saturdays & Sundays, 5/12-5/13 & 5/19-5/20 (one day serves as a rain date), 9 a.m.-noon MCC Bldg. LRC A108 Fee: $60
Instructor: Salem Mazzawy is a professional cross-country and downhill racer with 10 New England championship titles and an equal number of years of instructional experience, including coaching the USA Cycling Junior Olympic Camp. His awards include three Nutmeg Games State Championships and two Connecticut Point Series Championships.

Fundamentals of Pocket Billiards

The game of billiards has a recent resurgence in popularity. Come find out why! Learn basic techniques, rules of the game, proper stance, and shot making. Whatever level of play you now experience, you will develop a better understanding of technique and game strategy; learn exciting, new shot-making skills; and become a complete player.

Materials fee: $5 for table time for each session, payable to The Q Club at the first class. Classes meet at The Q Club, 395 Broad Street, Manchester.

CRN #11869 3 Mondays, 3/12-3/26, 7-9 p.m.
CRN #11870 3 Mondays, 4/16-4/30, 7-9 p.m.
Fee: $60
Instructor: Bob Hayward has studied and taught the game of billiards for more than 35 years. For the past 10 years, he has captained an American Pool Players Association Eight-ball team, which has won numerous titles, including the team state championship. He has played with such legends as Willie Mosconi, Steve Mizerak and Irving Crane. He also teaches privately and for educational organizations in the area.

All In! Advanced Texas Hold ‘Em

Have you ever dreamed of playing poker with the pros? After this class, you will know what it takes to play like a professional and how you can win your own seat in the million dollar poker tournaments you see on television! Sharpen your skills by learning and applying advanced concepts and strategies, including position play; “reading” your opponents; poker odds and calculations; bankroll management; and satellite tournament strategy. Explore the nuances of live-action and online tournaments and cash games in both Limit and No-Limit Hold ‘Em structures. You will also learn how to successfully run your own home poker tournament. The course will conclude with a tournament to crown the newest MCC Poker Champion! Students should bring a new deck of cards. Prerequisite: The Big Deal: Poker for Beginners, or permission of the instructor.

CRN #11875 4 Thursdays, 4/12-5/3, 7-9 p.m. (will meet 7-10 p.m. on 5/3) MCC Bldg. LRC B144 Fee: $45
Instructor: Adam Kievman is a semiprofessional poker player who has won numerous tournaments and played in both the World Poker Tour and in the World Series of Poker Championship event.

Winning at Blackjack

Want to maximize your chances of winning at blackjack? Learn what to do in four basic areas: when to hit or stay, when to double down, when to split, and a soft-hand strategy. The instructor will discuss the rules of the game, terminology, money management, and conservative vs. aggressive betting strategies. There will be interactive lecture, class discussion, simulated play and voluntary homework assignments. Please bring a fresh deck of cards to class. Materials fee: $14, payable to instructor at first class, for workbook and laminated basic-strategies card.

CRN #11874 3 sessions, Tuesdays & Thursday, 4/3-4/10, 7-8:20 p.m. MCC Bldg. Lowe L142 Fee: $25
Instructor: Nino Nistri has an M.B.A. in finance from the University of Hartford. He has played blackjack and craps for more than 50 years and has been sharing his knowledge of these games with students at MCC since the summer of 2000.

Oh Craps!

The most fashionable men of 18th- and 19th-century England rolled dice in a game called Hazard in luxurious private gambling houses. Hazard would eventually evolve into a game called Craps. When the chips are flying, people are yelling and the dice are rolling, Craps is one of the most exciting games around. Craps is not as difficult as it looks; with a little help, anyone can learn. This course is designed primarily for beginners, but intermediate and advanced players are welcomed. Topics include rules, terms, layout, odds, bets, betting strategies, probability, and money management. Interactive lecture, class discussion, simulated play on a regulation layout, and voluntary homework assignments will make this course as much fun as it is informative. Materials fee: $28, payable to instructor at first class, for workbook, regulation casino dice and laminated reference card.

CRN #11878 4 sessions, Tuesdays & Thursdays, 4/24-5/3, 7-9 p.m. MCC Bldg. Lowe L142 Fee: $50
Instructor: Nino Nistri

Consider Yourself Confirmed!

MCC notifies you only if a course cancels or has schedule changes. If you don’t hear from us, you are assumed registered.
Checkmate! Chess for Beginners
From its origins in India and Persia in 531 A.D. to contemporary masters like Bobby Fischer and Boris Spasskky, the game of chess has fascinated and frustrated novices and experts alike. If you’ve always wanted to learn chess but didn’t know quite where to start, this hands-on course will help launch you into the world of pawns, knights, bishops, rooks, queens, and kings. Get tips and strategies, and learn the differences between check and checkmate. Game boards will be provided. Leave class knowing how to play chess at a basic level. Ready, set, check!
CRN #11877 6 Saturdays, 4/14-5/19 10 a.m.-noon
MCC Bldg. LRC B209 Fee: $60
Instructor: Steven Bloom, M.Ed., is an MCC adjunct faculty, teaches computer software courses, and has been playing chess for more than 20 years.

Winning at Bridge
Are you a novice at this internationally popular pastime? Or maybe you haven’t played the game of late and want to get started again? Bridge is much more than a simple card game. It is a social event, a competitive professional event, and the subject of a myriad of books and newspaper columns. This course will set you well on your way to becoming a formidable force among your circle of bridge sharpies. There will be hands-on play starting with the first night of class. With the potential for six million variations, you will never play the same hand twice! This course is for beginners only. Materials fee: $15, payable to instructor at first class for textbook.
CRN #11873 8 Mondays, 4/2-5/21, 9:30-11:30 a.m. EHCCC Room 6
Fee: $90
Instructor: Stan Kerry became a lifetime bridge master in less than five years and has taught more than 1,000 students locally. He also appeared recently as a bridge expert on the local cable network show, “Make it Happen.”

Herb Gardening
People have used herbs for thousands of years for a myriad of reasons, among them treating illnesses, dyeing cloth, making cosmetics and, of course, seasoning foods. Herb gardening gives a sense of accomplishment that satisfies all of the senses. In this course, you’ll learn how to grow herbs organically, how to use your herbs in the kitchen, and how to make dried herb arrangements and a potpourri herb mixture, which add beauty and fragrance to your home. Participants will plant herbs in containers in class to prepare them for transplanting to the garden in the spring. You’ll also be able to take home the potpourri and herbal arrangements you make in class. Materials fee: $30, payable to instructor at first class for herb plants, pots, soil and materials for making the potpourri.
CRN #11843 4 Saturdays, 2/24-3/17, 10 a.m.-noon MCC Bldg. V1 V101
Fee: $50
Instructor: Rachel Carbone has been gardening for more than 30 years. She owns Rachel’s Nature Crafts, an online store that sells items made for and from nature. For more information, go to www.rachelsnaturecrafts.com.

Preparing Your Garden for Spring
Spring is the busiest time of the year for the gardener, and it helps to get a head start on the season. Learn how to do corrective pruning of shrubs and woody plants from winter damage; serve a good breakfast to perennials, shrubs and trees; care for bulbs as they appear and fade away; de-thatch lawns and identify and cure winter patches; re-seed and add lime and gypsum as needed; and prepare vegetable gardens, compost piles and useful mulches. The preparation you do now will save you time, money and aggravation later.
CRN #11392 1 Tuesday, 2/20, 6:30-9 p.m. MCC Bldg. LRC B144
Fee: $29
Instructor: Bettylou Sandy is the owner of Bettylou’s Gardening in Manchester. She is a professional gardener who has been doing detail landscaping/design and offering seminars throughout Connecticut and Rhode Island since 1987. She is also an accredited land care professional through Northeast Organic Farmers Association (NOFA).

Mah Jongg for Beginners
Mah Jongg is a game of skill and chance with ancient Chinese origins. When the game was introduced to the West in the late 19th century, a real craze developed, and this enthusiasm has continued to grow. Mah Jongg keeps you mentally alert in a very engaging and relaxing way, provides a therapeutic effect on your mental and physical well-being, and is appropriate for all ages. The game involves drawing, discarding, and shuffling small tiles, and then combining them in strategic ways to win rounds. This course will provide a brief history of the game, an overview of the names and suits of the 144 tiles, explanations of the rules, recommended tactics, and an opportunity to practice with fellow classmates. Mah Jongg is a perfect family activity or an enjoyable way to entertain friends and relatives. Come find out why this game is so popular!
CRN #11876 6 Tuesdays, 4/24-5/29, 6:30-8 p.m. EHCCC Room 2
Fee: $60
Instructor: Cecile Avila is a volunteer instructor at the Manchester Senior Center and has been playing and teaching Mah Jongg for most of her life.

Fitness & Recreation
Perennial Gardening

“Perennials sleep the first year, creep the second year, and leap the third year.” Discover how to grow perennials that will provide years of joy and pleasure. Designed for the beginning and intermediate gardener, this course will explore various aspects of perennial gardening, including garden design, installation, maintenance, and problem solving. Learn about soil types and improvements; dividing and transplanting; seasonal considerations; mulches; bugs; and diseases and their natural solutions.

CRN #11769 6 Tuesdays, 2/27-4/3, 6:30-8:30 p.m.
MCC Bldg. LRC B125 Fee: $85
Instructor: Bettylou Sandy

Garden Tour and Lecture

Enjoy a leisurely stroll through 30 unusual gardens with more than 1,000 different perennials. A master gardener will share shortcuts, time-saving hints and “do’s and don’ts” of gardening. Participants will have an opportunity to observe unusual plants and learn about the care of perennials. Class is held at Gazebo Gardens, 54 Hennequin Road, Columbia. Directions will be sent prior to class start.

CRN #11841 1 Monday, 5/7, 6:30-8:30 p.m. Fee: $20
Instructor: Astrid Belanger

Walkways and Patios Using Fieldstones and Bricks

Learn how to turn a muddy path into a fieldstone or brick walkway, or add stepping-stones through your garden for firm footing and protection of your plants. Discover how to design walkways and patios using fieldstones and bricks.

CRN #11765 2 sessions, Tuesday & Thursday, 4/10-4/12, 6:30-8:30 p.m. MCC Bldg. Lowe L240 Fee: $30
Instructor: Bettylou Sandy

Diving Into Container Gardening

Whether you have a small yard, tiny porch, patio, or just a windowsill, you can still grow flowers, herbs or vegetables. Residents of apartments, condominiums, retirement homes, or houses on small lots can beautify their surroundings and enjoy gardening by using containers. Containers are mobile, allowing a gardener to keep and relocate plants or move them for an instant splash of color.

Learn how to grow a moveable garden that is easy to maintain and, with a little creativity, can be planted in items found around the house. The instructor will also discuss the plants best suited for container gardening. Students may bring in their own container plants for further discussion.

CRN #11767 1 Tuesday, 5/15, 7-9:30 p.m. MCC Bldg. Lowe L142 Fee: $25
Instructor: Bettylou Sandy

Making a Living Sedum Wreath

Learn how to grow a moveable garden that is easy to maintain and, with a little creativity, can be planted in items found around the house. The instructor will also discuss the plants best suited for container gardening. Students may bring in their own container plants for further discussion.

CRN #11840 1 Sunday, 5/20, 2:30-4:30 p.m. MCC Bldg. Lowe L142 Fee: $25
Instructor: Astrid Belanger

Adding Brick and Stone to Your Garden

Are you still piling up those stones you’ve picked from your garden over the seasons? Do you have a pile of bricks from another project that are just taking up room in your yard? Use those eyesores to transform your garden into an aesthetically functional environment. Discover how to turn a muddy path into a fieldstone or brick walkway, or add stepping-stones through your garden for firm footing and protection of your plants. Participants in this class will also learn about drainage; foundations; using the effects of gravity; preventing frost heaves; and some basic designs for walkways and patios using fieldstones and bricks.

CRN #11764 2 sessions, Tuesday & Thursday, 4/10-4/12, 6:30-8:30 p.m. MCC Bldg. Lowe L240 Fee: $30
Instructor: Bettylou Sandy

Attracting Birds and Butterflies

Nature’s colorful creatures will flock to your yard! Learn how to design and maintain a natural, low-maintenance habitat for birds and butterflies in your own backyard. Discover how to use beautiful flowers and natural plantings to attract birds and butterflies for year-round enjoyment. You’ll love the change!

CRN #11766 1 Tuesday, 5/8, 7-9 p.m. MCC Bldg. Lowe L142 Fee: $20
Instructor: Bettylou Sandy

Plant Propagation

Does your garden have too many bare spots? You don’t have to buy more plants-just propagate the ones you have. This hands-on class is designed for individuals who want to fill in their garden’s empty places with more plants, and without breaking the bank. Participants will learn how to divide various root structures and bring home divisions to plant in their own gardens. Materials fee: $30, payable to instructor at beginning of class. Class is limited to six participants, so register early! Class is held at Gazebo Gardens, 54 Hennequin Road, Columbia. Directions will be mailed prior to class start.

CRN #11842 1 Sunday, 5/20, 2:30-4:30 p.m. Fee: $20
Instructor: Astrid Belanger

Garden Tour and Lecture

Enjoy a leisurely stroll through 30 unusual gardens with more than 1,000 different perennials. A master gardener will share shortcuts, time-saving hints and “do’s and don’ts” of gardening. Participants will have an opportunity to observe unusual plants and learn about the care of perennials. Class is held at Gazebo Gardens, 54 Hennequin Road, Columbia. Directions will be sent prior to class start.

CRN #11842 1 Sunday, 5/20, 2:30-4:30 p.m. Fee: $25
Instructor: Astrid Belanger

Container Gardening

Whether you have a small yard, tiny porch, patio, or just a windowsill, you can still grow flowers, herbs or vegetables. Residents of apartments, condominiums, retirement homes, or houses on small lots can beautify their surroundings and enjoy gardening by using containers. Containers are mobile, allowing a gardener to keep and relocate plants or move them for an instant splash of color.

Learn how to grow a moveable garden that is easy to maintain and, with a little creativity, can be planted in items found around the house. The instructor will also discuss the plants best suited for container gardening. Students may bring in their own container plants for further discussion.

CRN #11767 1 Tuesday, 5/15, 7-9:30 p.m. MCC Bldg. Lowe L142 Fee: $25
Instructor: Bettylou Sandy

Making a Living Sedum Wreath

Learn how to grow a moveable garden that is easy to maintain and, with a little creativity, can be planted in items found around the house. The instructor will also discuss the plants best suited for container gardening. Students may bring in their own container plants for further discussion.

CRN #11840 1 Sunday, 5/22, 2:30-4:30 p.m. Fee: $20
Instructor: Astrid Belanger

Garden Tour and Lecture

Enjoy a leisurely stroll through 30 unusual gardens with more than 1,000 different perennials. A master gardener will share shortcuts, time-saving hints and “do’s and don’ts” of gardening. Participants will have an opportunity to observe unusual plants and learn about the care of perennials. Class is held at Gazebo Gardens, 54 Hennequin Road, Columbia. Directions will be sent prior to class start.

CRN #11842 1 Sunday, 5/20, 2:30-4:30 p.m. Fee: $25
Instructor: Astrid Belanger
Japanese for Busy People
This is an introductory course in Japanese, designed for individuals interested in the Japanese language and yearning to travel to Japan for pleasure, educational, or business purposes. You will learn Japanese greetings and pronunciation, the Japanese writing system, and writing and pronunciation of the Japanese syllabic system. The course will concentrate on such basic topics as counting from one to ten, the four seasons, asking simple directions, and the proper use of the telephone. Handouts will be provided. You will also watch some Japanese videos.
CRN #11826 6 Thursdays, 3/1-4/5, 6-8 p.m. MCC Bldg. LRC A226
Fee: $90
Instructor: Atsuko Balon

Japanese for Advanced Beginners
So you’ve learned some of the fundamentals of the Japanese language, and now want to take your knowledge and practice to the next step? This course will place a greater emphasis on conversational skills, and present a more in-depth view of Japanese culture. Students will also learn the Japanese writing system of Hiragana, Katakana, and Kanji. Handouts will be provided. Prerequisite: Japanese for Busy People, or some advanced knowledge of the Japanese language.
CRN #11827 4 Thursdays, 4/19-5/10, 6-8 p.m. MCC Bldg. LRC A226
Fee: $60
Instructor: Atsuko Balon

Conversational Dutch for Beginners
If you are searching for your roots, or just planning to visit the tulip gardens and windmills in Holland, now you have the opportunity to learn the basic elements of the Dutch language. Dutch is also spoken in the Caribbean islands of Aruba, Bonaire, Curacao, Saba, St. Martin, and St. Eustatius. This introductory course will teach you the Dutch alphabet, and basic grammar and vocabulary. You will be able to exchange greetings, ask for directions, communicate emergency needs, and much more. Handouts will be provided.
CRN #11822 6 Tuesdays, 4/10-5/15, 7-9:30 p.m. MCC Bldg. LRC A108
Fee: $75
Instructor: Lisa Korstanje-Lee

Introduction to Practical Spanish
Have you ever thought about learning Spanish? Here is your opportunity to gain some knowledge of Spanish and Latin culture in a friendly and supportive environment. We will focus on listening, speaking, and basic reading and writing. The vocabulary you learn will be useful for traveling to a Spanish-speaking country, as well as communicating in everyday experiences. Explore a new world by learning Español!!
CRN #11734 6 Wednesdays, 4/4-5/9, 6:30-8:30 p.m.
MCC Bldg. LRC A108
Fee: $75
Instructor: Ricardo Canal

Spanish for the Workplace II
The object of this course is to offer a continuation of Spanish for the Workplace I. More time will be spent practicing situations using the key phrases and vocabulary that were presented in the initial course. Personalized questions, basic Spanish grammar exercises, role-playing and reality-based activities will provide more opportunities to practice beginning basic Spanish. Topics include refining correct Spanish pronunciation, asking for information and making requests, the grammatical point of “ir + a + an infinitive” to express the idea of future action and “acabar + de + an infinitive” to express recently completed action. This course will also practice critical verbs and cross-cultural communication. Prerequisite: Spanish for the Workplace I, or some Spanish-speaking experience.
CRN #11645 2 Fridays, 4/27-5/4, 9 a.m.-noon MCC Bldg. LRC B210
Fee: $85
Instructor: Linda Burk

French for Beginners
Learn the basic elements of the French language quickly and effectively and begin speaking it in the very first class. You will soon be able to ask for directions and time; order meals; make hotel reservations; find out about bus, train and plane schedules; and much more! If you are planning a trip to Quebec, Paris or any other French-speaking locale, this course is a must. Required text: French Made Simple, Jackson & Rubio, available at MCC Bookstore.
CRN #11828 6 Fridays, 2/23-3/30, 6:30-8:30 p.m. MCC Bldg. LRC B208
Fee: $120
Instructor: Dr. Akram Erik-Soussi

Polish for the Beginner
Did you know that Connecticut’s Polish community numbers more than 300,000-nearly 10 percent of the State’s population; or that New Britain has the largest concentration of first- and second-generation Poles in the State? Whether you wish to communicate with Polish Americans or take a trip to Poland, this course will help you know how to speak the language. This course offers an introduction to Polish, including the Polish alphabet, basic grammar and vocabulary, salutations, everyday expressions, and simple introductions. Polish culture, classic movies, and cartoons will also be included. Handouts will be provided. Recommended text: an English-Polish dictionary.
CRN #11824 8 Mondays, 4/2-5/21, 7-9 p.m. MCC Bldg. LRC B149
Fee: $99
Instructor: Rima Martin
Languages

Introduction to Russian
Whether you are planning a trip to Russia or just curious about this elegant language rich in literature, fairy tales, and classic writers, this special introductory class is for you. Participants will learn the Russian alphabet, basic vocabulary, grammar, and Russian phonics. Soon, you will be able to exchange greetings and farewells, ask for directions, order food in a restaurant, communicate emergency needs for medical situations, and more. Russian culture will be discussed throughout the course. Handouts will be provided. Recommended text: an English-Russian dictionary.  
CRN #11829 8 Tuesdays, 4/3-5/22, 7-9 p.m.  MCC Bldg. LRC B149  
Fee: $150  
Instructor: Rima Martin

Learning Lithuanian
Whether you’re planning to visit Lithuania or just curious about its language—which is one of the oldest in the Indo-European family of languages—this introductory course will teach you the Lithuanian alphabet, basic vocabulary and grammar, and give a brief overview of Lithuanian culture and history. Soon you’ll be able to exchange greetings and farewells, ask for directions, order food in a restaurant, communicate emergency needs, and more. Handouts will be provided. Recommended text: an English-Lithuanian dictionary.  
CRN #11823 8 Wednesdays, 4/4-5/23, 7-9 p.m.  MCC Bldg. LRC B149  
Fee: $99  
Instructor: Rima Martin

Music

A Flute Choir Experience
Do you want to rekindle your love for flute playing and for ensemble playing? If you have played your instrument for two or more years, then you are a perfect candidate for this course. The flute choir is an ensemble designed to engage intermediate to advanced fluteists with music that you will love playing and be enriched by. Members will receive instruction on the auxiliary flutes (alto, bass and piccolo) when necessary. Emphasis will be placed on learning flute choir repertoire from the classical to modern periods and developing ensemble skills, such as phrasing, balance, blend, tone, quality, and intonation. Students must have a flute for the class. Those who do not own an instrument may email the instructor at sgayles@mcc.commnet.edu to arrange for a rental. Prerequisite: Students must be able to read music, and have at least two years of playing flute. Materials fee: $5, for purchase or rental of scores, payable to instructor at first class.  
CRN #11679 4 Saturdays, 2/24-3/17, 10 a.m.-noon  
MCC Bldg. V2 V127  
Fee: $40  
Instructor: Sonja Gayles  
Sonja studied music at the University of Michigan School of Music, and started a flute choir in conjunction with a member of the Detroit Symphony. She has performed in a variety of settings, including jazz and classical ensembles, and symphony orchestras. Sonja is presently an acoustics engineering/music major at the University of Hartford.

Introduction to Playing the Bagpipes
Do you love the sound of bagpipes? Maybe even dreamed of learning how to play the instrument yourself? Here’s your chance to learn! You will begin by practicing the chanter, the first step to playing the bagpipes. The course will cover an overview of the instrument, finger positioning, scales, and basic embellishments. Along the way you will learn some tunes, including Amazing Grace. All of the lessons will be done on the chanter. If you own one, please bring it to each class. If you do not own one, you may purchase a chanter from the instructor for $45. In addition, there is a materials fee: $55 for textbook and CD, payable to the instructor at the first class.  
CRN #11837 8 Mondays, 2/26-4/16, 6:30-8 p.m.  MCC Bldg. LRC A201  
Fee: $150  
Instructor: Richard Beaulieu, with more than 15 years’ experience playing the bagpipes, performs with several area bands and competes throughout the northeastern United States. He is currently a Pipe Sergeant for the Manchester Regional Police and Fire Pipe Band, and serves as their primary instructor for new students.

Intermediate Piano
A continuation of Beginning Piano, students will learn transposing, harmonization, composition, and sight-reading. These skills, plus much more, will be developed in this diverse and creative class. Students must have knowledge of sharps and flats, and the ability to play two-hand music. Required text: Alfred’s Basic Adult Piano Course, Level 1, available at MCC Bookstore. Prerequisite: Beginning Piano.  
CRN #11714 7 Saturdays, 3/24-5/12 (does not meet 4/7), 10 a.m.-noon  
MCC Bldg. V2 V117  
Fee: $175  
Instructor: Ruth O’Neil  
Ruth is a singer/songwriter and music educator who has been performing and teaching music in the Greater Hartford area for more than 20 years. She owns the Song-a-Day Music Center in Coventry.

Playing the Five-String Banjo
Have you ever dreamed of picking out a bluegrass tune on the banjo? This introductory course is for those who want to learn how to play this fascinating instrument—the 5-string banjo. The emphasis will be on Scruggs-style playing and bluegrass music, but will also provide a basis for old-time music and melodic-style playing as well. The music will be taught using tablature, which conveys the right-hand movement and left-hand placement more effectively for banjo playing. Participants are expected to bring their own instruments to class. Required text: Mel Bay’s Complete Bluegrass Banjo Method, available at MCC Bookstore.  
CRN #11675 6 Saturdays, 2/17-3/31 (does not meet 3/17), 10 a.m.-noon  
MCC Bldg. V2 V118  
Fee: $75  
Instructor: James Hammitt  
James has presented workshops in banjo and guitar playing and guitar repair for Song-a-Day Music Center, as well as for the Center’s summer music camp. He also gives private lessons in banjo, guitar, mandolin, and violin. In addition, Jim performs as a solo act and with the duo “RJ” in venues throughout Connecticut and New Hampshire.

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MCC Bldg. V2 V118  
Fee: $75  
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Music

Continuing the Five-String Banjo
This course will build on the Scruggs-style knowledge and playing experience gained from Playing the Five-String Banjo by using specific songs, breaking them down into easily understood sections, and then polishing them up to be played in class the following session. The course will also identify and review the essential rolls. Required text: Mel Bay's Complete Bluegrass Banjo Method, available at MCC Bookstore. Prerequisite: Playing the Five-String Banjo, or a firm knowledge of Banjo, as well as a willingness to play your instrument during each class.
CRN #11676 6 Saturdays, 4/14-5/19, 10 a.m.-noon MCC Bldg. V2 V118 Fee: $75
Instructor: James Hammitt

Introduction to the Mandolin
This introductory course on the mandolin is for those who want to take the first steps in learning how to play this wonderful instrument. Mandolin has a rich history on its own, but it also borrows from the violin and other instruments for a full repertoire of music. Types of mandolin, tuning, and hand techniques will be included. The course will help you build a foundation for future playing. The emphasis will be on playing easy chords and simple tunes. You need to bring your instrument to class. Required text: Mel Bay's Complete Mandolin Method, available at MCC Bookstore.
CRN #11677 5 Saturdays, 2/17-3/24 (does not meet 3/17), 1-3 p.m.
MCC Bldg. V2 V118 Fee: $65
Instructor: James Hammitt

Playing the Ukulele
If you want to learn how to play an instrument and always have it handy too, the highly mobile and unique-sounding ukulele is for you! This small, four-stringed instrument is a great complement to any musical activity, especially at pre-schools, senior centers, hospitals, and nursing homes, as well as parties and playing with friends. This introductory course will focus on easy chords and simple tunes, and provide a foundation for future playing and entertaining. Music will be taught using chord charts. Students are expected to bring their own instrument. Required text: Mel Bay's You Can Teach Yourself Ukulele, available at MCC Bookstore.
CRN #11678 4 Saturdays, 4/28-5/19, 1-2:30 p.m. MCC Bldg. V2 V118 Fee: $40
Instructor: James Hammitt

Vocal Instruction
Are you considering singing as a career? Have you always wanted to sing, but need some instruction and encouragement? Do you sing in a church choir, participate in community theater or love karaoke? Participants will learn breathing techniques, vocal warm-up exercises, vocal strengthening exercises, and how to identify and expand vocal range. This course includes ear, diction, rhythm, harmony training and basic music theory. Aspiring vocalists will discover proper body posture, and performance and voice-maintenance tips. With new vocal skills under your belt, you will then have an opportunity to sing a dozen or so songs with guitar accompaniment from the instructor’s “Song Request List” of more than 250 pop, oldie, rock or country titles. Participants must be at least 13 years of age.
CRN #11715 6 Mondays, 3/5-4/9, 7:15-8:45 p.m. MCC Bldg. V2 V117 Fee: $90
Instructor: Don Donegan has taught guitar and voice for 30 years, and also teaches songwriting. He performs regularly, and owns Rainbow Music, a teaching and recording studio in Glastonbury. News about his upcoming shows and ongoing programs can be viewed on his web site: www.dondonegan.com.

Songwriting and the Music Business
So you want to be a songwriter, even though you haven’t yet written a melody or a lyric? Or maybe you’ve written a stack of future standards but you’re not sure of the next step in getting your work published and recorded, and-most important of all-getting paid for your efforts. This hands-on course will take students through the entire songwriting experience from the creative process to the realities of publishing. You’ll learn about the anatomy of a song; musical components; self expression vs. communication; hooks; song structure; lyrics; melody; rhyme; collaboration; producing demos of your songs; production; copyrighting; publishing; performance societies that pay royalties to songwriters; contests; pitching songs; and accounting. Students should bring a completed song or a work in progress for critique and analysis.
CRN #11711 2 Tuesdays, 3/20-3/27, 7:15-9:15 p.m.
MCC Bldg. Lowe E142 Fee: $40
Instructor: Don Donegan

Improve Your Guitar Skills with Fingerstyle
Fingerstyle, or finger-picking guitar playing, is a wonderfully flexible technique that can be applied equally to rock, folk, new age, classical, flamenco, Latin and jazz styles. Learning this creative approach of fingerstyle playing will allow you to perform at a higher level. Whether your focus is on Bach or Hendrix, if you have basic knowledge of the guitar and chords, you can learn how to finger pick. This course will cover how the many finger-picking techniques apply to steel, nylon stringed instruments, and electric guitars. Prerequisite: Beginning Guitar, or some guitar playing experience. Required text: Basic Guitar Writing Book, Santorella, available at MCC Bookstore.
CRN #11909 8 Mondays, 4/2-5/21, 6:30-8 p.m. MCC Bldg. V2 V118 Fee: $135
Instructor: David Giardina performs professionally in many musical styles and has taught guitar privately for more than 20 years.

Consider Yourself Confirmed!
MCC notifies you only if a course cancels or has schedule changes. If you don’t hear from us, assume you are registered.
WELCOME TO ONLINE LEARNING!

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive.

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

REQUIREMENTS:

All courses require:

- Internet access
- Email
- Internet Explorer, Netscape or Firefox web browser
- A computer (of any type)

Some courses may have additional requirements. Please visit our online instruction center for more information:

www.ed2go.com/manchcc

HOW TO GET STARTED:

Successful enrollment is achieved by following these three simple steps:

1. Register and pay for the course(s) using the registration form on page 67. Be sure to indicate the start date and CRN of your course on the registration form.

2. Visit our online instruction center at www.ed2go.com/manchcc and click on the “orientation” link to receive a course syllabus, course procedures, text requirements, and to meet your online instructor(s). During orientation, you will provide your name and create a password, which you will use to access your course. This step is critical! You cannot access your course until you complete orientation.

3. When your course starts, return to our online instruction center and click the “classroom” link. To begin your studies, simply log in with the name and password you provided during orientation.

START DATES:

A new section of every online course in this catalog will begin on the following dates:

- January 17
- February 21
- March 21
- April 18
- May 15

ACCOUNTING

Accounting Fundamentals
Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more. $104
CRN #11011

Accounting Fundamentals II
Give yourself skills that are in high demand by exploring corporate accounting with a veteran instructor. $104
CRN #11012

ART

Drawing for the Absolute Beginner
Gain a solid foundation in drawing and become the artist you’ve always dreamed you could be! $104
CRN #11034

Enjoying European Art Online
An introduction to the most important works of European art, with a wealth of commentary and interesting historical information. $104
CRN #11036

Film Literacy for Everyone
Gain an appreciation of the filmmaker’s art. Be able to read between the frames to find deeper meaning in any filmed story. $104
CRN #11035

BUSINESS ADMINISTRATION & MANAGEMENT

Administrative Assistant Fundamentals
Prepare to take advantage of the many new job opportunities in health care, legal services, and other industries. $104
CRN #11009

Administrative Assistant Applications
Gain the skills and knowledge you’ll need to prepare for the Certified Administrative Professional exam and begin a rewarding career as an administrative assistant. $104
CRN #11008

Fundamentals of Supervision and Management
Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts. $104
CRN #11027

Fundamentals of Supervision and Management II
Learn how to be an effective manager or supervisor. Master the basics of communicating effectively, and learn tools for developing your own interpersonal skills. $104
CRN #11025

Understanding the Human Resources Function
Learn to handle basic human resource functions to ensure the best possible results. $104
CRN #11126

Managing Customer Service
Become indispensable to any organization by understanding how to identify and meet customer needs. $104
CRN #11024

Introduction to Business Analysis
Learn powerful techniques to improve your decision-making skills at work. $104
CRN #11129

Mastery of Business Fundamentals
Acquire practical experience in strategic planning, management, and finance without enrolling in an MBA program. $104
CRN #11127

Mastery of Business Applications
Learn what all MBAs know—without going to the trouble of getting an MBA! $104
CRN #11030

Successful Construction Business Management
Gain a powerful and permanent advantage over the competition by learning how to practice expert business management. $104
CRN #111230
### Distribution and Logistics Management
Learn how to improve your company’s distribution and logistics management activities, increase customer satisfaction, and improve operational throughput. $104
**CRN #11029**

### Manufacturing Fundamentals
Learn the basic skills required to work in the manufacturing field. $104
**CRN #11212**

### Manufacturing Applications
Increase efficiencies and productivity by learning to apply the principles and concepts of manufacturing. $104
**CRN #11213**

### Project Management Fundamentals
Gain the skills you’ll need to succeed in the fast-growing field of project management. $104
**CRN #11018**

### Project Management Applications
Experienced project manager teaches you tricks of the project management trade. $104
**CRN #11016**

### Purchasing Fundamentals
Improve your company’s bottom line by mastering the fundamentals of purchasing. $104
**CRN #11014**

### Purchasing Applications
Become a more effective member of your company by learning to apply advanced purchasing concepts. $104
**CRN #11013**

### Supply Chain Management Fundamentals
Master the fundamentals of supply chain management and prepare for internationally recognized certification examinations. $104
**CRN #11032**

### Supply Chain Management Applications
Become more valuable to your organization by learning to improve company processes. $104
**CRN #11031**

### Total Quality Fundamentals
Learn the basics of total quality management. $104
**CRN #11033**

### Six Sigma: Total Quality Applications
Learn to apply the elements and methods of Six Sigma to achieve the highest possible quality. $104
**CRN #11019**

### BUSINESS PLANNING & ENTREPRENEURIAL COURSES

#### Creating a Successful Business Plan
Turn your business ideas into a solid plan for financing and long-term success. $104
**CRN #11225**

#### Start and Operate Your Own Home-Based Business
An experienced entrepreneur teaches you how to develop the motivation, discipline, and creativity to quit your job and be your own boss. $104
**CRN #11237**

#### Growing Plants for Fun and Profit
An industry professional teaches you everything you need to prosper in the backyard nursery business. $104
**CRN #11199**

#### Get Paid to Travel
Learn everything you need to start your new and exciting career as a professional tour director. $104
**CRN #11241**

#### Start Your Own Consulting Practice
Find out how you can earn income by sharing your training or knowledge with others. $104
**CRN #11238**

#### Caring for Children
Prepare for a rewarding career as a child care professional by learning how to keep children safe, healthy, happy, and communicative. $104
**CRN #11192**

#### Secrets of the Caterer
Learn cooking and business secrets from a professional caterer. $104
**CRN #11198**

#### Wow, What a Great Event!
Looking for a fun new career coordinating special events? Learn proven techniques from a master event planner. $104
**CRN #11010**

### Résumé Writing Workshop
Discover the secret to transforming your tired, boring résumé into a powerful tool that will get you interviews. $104
**CRN #11220**

### Twelve Steps to a Successful Job Search
World-renowned author and career advisor shows you how to get the job you want quickly and easily and in any economy. $104
**CRN #11211**

### Get Assertive!
Find out how you can stop others from intimidating you or treating you poorly. $104
**CRN #11206**

### Leadership
Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life. $104
**CRN #11219**

### Communicating Like a Leader
Learn to become a great communicator and improve your chances for professional success. $104
**CRN #11047**

### High Powered Communication
Master the five critical factors of highly effective communication used by all skilled communicators. $104
**CRN #11050**

### Listen to Your Heart and Success Will Follow
Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents. $104
**CRN #11209**

### Individual Excellence: Secrets of Career Success
Master twelve career-enhancing skills including goal setting, time management, personal organization, and creativity. $104
**CRN #11026**
ONLINE COURSES

Achieving Success With Difficult People
Learn how to have more successful relationships with difficult bosses, coworkers, students, neighbors, or relatives. $104
CRN #11053

Merrill Ream Speed Reading
Acclaimed speed reading expert teaches you how to save yourself time by reading faster with better comprehension. $104
CRN #11169

Get Funny!
Learn how to use humor to speak more effectively, write better, and increase your popularity. $104
CRN #11208

COMPUTERS

Basic Computer Literacy ($104 per class)
Keyboarding
CRN #11069
Introduction to Windows XP
CRN #11085
Introduction to Linux
CRN #11102
101 Tips and Tricks for the iMac and Macintosh
CRN #11116
Computer Skills for the Workplace
CRN #11070

The Internet ($104 per class)
Introduction to the Internet
CRN #11089
Introduction to Outlook Express
CRN #11087
Learn to Buy and Sell on eBay
CRN #11091

Computer Applications ($104 per class)
Introduction to Microsoft Word 2003
CRN #11073
Intermediate Microsoft Word 2003
CRN #11074
Advanced Microsoft Word 2003
CRN #11075
Introduction to Microsoft Excel 2003
CRN #11078
Intermediate Microsoft Excel 2003
CRN #11081

Advanced Microsoft Excel 2003
CRN #11079
Introduction to Microsoft Access 2003
CRN #11080
Intermediate Microsoft Access 2003
CRN #11082
Introduction to Microsoft PowerPoint 2003
CRN #11083
Intermediate Microsoft PowerPoint 2002
CRN #11084
Introduction to Microsoft Project 2003
CRN #11148
Introduction to Microsoft Publisher 2003
CRN #11086
Introduction to Crystal Reports 10
CRN #11146
Introduction to QuickBooks 2005
CRN #11076
QuickBooks for Contractors
CRN #11077
Performing Payroll in QuickBooks
CRN #11210
Introduction to Microsoft Outlook 2003
CRN #11088

Web Page Design, Graphics & Multimedia ($104 per class)
Creating Web Pages
CRN #11094
Creating Web Pages II
CRN #11119
Designing Effective Websites
CRN #11150
Introduction to Dreamweaver 8
CRN #11861
Introduction to Dreamweaver MX 2004
CRN #11123
Introduction to Dreamweaver MX
CRN #11124
Introduction to Microsoft FrontPage 2003
CRN #11093
Achieving Top Search Engine Positions
CRN #11090
Imaging for the Web Using Fireworks MX
CRN #11121
Introduction to CorelDRAW X3
CRN #11144
Introduction to Macromedia Director MX 2004
CRN #11143
Introduction to Flash MX 2004
CRN #11125

Web Programming ($104 per class)
Introduction to JSP Programming
CRN #11127
Java for the Absolute Beginner
CRN #11128

Graphic Design ($104 per class)
Design Projects for Adobe Illustrator CS
CRN #11130
Design Projects for Adobe Illustrator CS2
CRN #11131
Introduction to FreeHand MX
CRN #11122
Photoshop Elements 4.0 for the Digital Photographer
CRN #11139
Photoshop Elements 4.0 for the Digital Photographer II
CRN #11141
Photoshop Elements 3.0 for the Digital Photographer
CRN #11138
Photoshop Elements 2.0 for the Digital Photographer
CRN #11137

Introduction to Photoshop CS2
CRN #11136
Intermediate Photoshop CS2
CRN #11853
Photoshop CS2 for the Digital Photographer
CRN #11135

Introduction to Photoshop CS
CRN #11134
Photoshop 7 for the Absolute Beginner
CRN #11132

Introduction to Photoshop 7
CRN #11133
Photoshop Elements Projects
CRN #11140
Introduction to Adobe FrameMaker 7.1
CRN #11129

Computer Troubleshooting & Networking ($104 per class)
Introduction to PC Troubleshooting
CRN #11072
Introduction to PC Security
CRN #11151
Advanced PC Security
CRN #11856
Creating a Small Office Network  
CRN #11096

Creating a Home Network  
CRN #11095

Wireless Networking  
CRN #11098

Introduction to Networking  
CRN #11099

Intermediate Networking  
CRN #11097

Computer Programming & Database Management  
($104 per class)

Introduction to Database Development  
CRN #11101

Introduction to the Game Industry  
CRN #11147

C++ for the Absolute Beginner  
CRN #11111

Introduction to C# Programming  
CRN #11112

Intermediate C# Programming  
CRN #11113

Introduction to Perl Programming  
CRN #11114

Introduction to VBA  
CRN #11105

Introduction to Visual Basic.NET  
CRN #11106

Intermediate Visual Basic.NET  
CRN #11107

Introduction to Visual Basic 2005  
CRN #11104

Creating User Requirements Documents  
CRN #11023

High Speed Project Management  
CRN #11149

Certification Prep  
($138 per class)

CompTIA Security+ Certification Prep  
CRN #11071

CompTIA Network+ Certification Prep  
CRN #11100

Basic CompTIA A+ Certification Prep  
CRN #11108

Intermediate CompTIA A+ Certification Prep  
CRN #11109

Advanced CompTIA A+ Certification Prep  
CRN #11110

Microsoft Windows Certification Prep: Exam 70-270  
CRN #11145

PMP Certification Prep 1  
CRN #11015

PMP Certification Prep 2  
CRN #11017

Microsoft Excel 2003 in the Classroom  
Discover the many ways Microsoft’s powerful mathematic and analytic tool can help you and your students. $104  
CRN #111859

Microsoft PowerPoint 2003 in the Classroom  
Motivate your students and enrich your lessons by bringing PowerPoint into your classroom. $104  
CRN #111165

Microsoft Word 2003 in the Classroom  
Harness the power of the most popular word processing program on the market and become a more productive and creative teacher. $104  
CRN #111858

Big Ideas in Little Books  
Increase student performance and earn extra income by converting your ideas for instructional aids into reality. $104  
CRN #111168

Enhancing Language Development in Childhood  
Enrich the lives of your children by learning fun and natural ways to help them become proficient speakers and thinkers. $104  
CRN #111195

Understanding Adolescents  
Uncover the secrets of the adolescent mind. Gain valuable information on how they feel, how their identities develop, and how you can best meet their needs. $104  
CRN #11191

Guiding Kids on the Internet  
Gain confidence and experience so you can help your children discover all the Internet has to offer. $104  
CRN #11188

Microsoft Excel 2003 in the Classroom

Microsoft PowerPoint 2003 in the Classroom

Microsoft Word 2003 in the Classroom

Big Ideas in Little Books

Enhancing Language Development in Childhood

Understanding Adolescents

Guiding Kids on the Internet

ENTERTAINMENT

Marketing Tools for Actors  
A working casting director teaches you powerfully effective strategies to market yourself locally for film and television work. $104  
CRN #111239

Theme Park Engineering  
Get a behind-the-scenes look at your favorite theme parks and meet the person who engineers their top attractions. $104  
CRN #111218

ONLINE COURSES

Creating a Small Office Network  
CRN #11096

Creating a Home Network  
CRN #11095

Wireless Networking  
CRN #11098

Introduction to Networking  
CRN #11099

Intermediate Networking  
CRN #11097

Computer Programming & Database Management  
($104 per class)

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CRN #11112

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CRN #11113

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CRN #11114

Introduction to VBA  
CRN #11105

Introduction to Visual Basic.NET  
CRN #11106

Intermediate Visual Basic.NET  
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CRN #111218
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Description</th>
<th>CRN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Music Made Easy</td>
<td>Learn the fundamentals of music theory. Be able to read, write, and play simple music.</td>
<td>$104</td>
</tr>
<tr>
<td>Making Movies With Windows XP</td>
<td>Turn your home videos into entertaining movies that you can share with others by e-mail, the Web, CD, and DVD.</td>
<td>$104</td>
</tr>
<tr>
<td>GRANT WRITING &amp; NONPROFIT MANAGEMENT</td>
<td>A to Z Grant Writing Learn how to research and develop relationships with potential funding sources, organize grant-writing campaigns, and prepare proposals.</td>
<td>$104</td>
</tr>
<tr>
<td>Get Grants!</td>
<td>Learn how to develop successful, fundable grants from experts in the field.</td>
<td>$104</td>
</tr>
<tr>
<td>Advanced Grant Proposal Writing</td>
<td>Gain a full understanding of the criteria funders use to determine whether your grant proposal gets funded or rejected.</td>
<td>$104</td>
</tr>
<tr>
<td>Writing Effective Grant Proposals</td>
<td>Learn to prepare grant proposals that get solid results for your favorite organization or charity.</td>
<td>$104</td>
</tr>
<tr>
<td>Becoming a Grant Writing Consultant</td>
<td>Increase your income while working from home by starting a grant writing consulting business.</td>
<td>$104</td>
</tr>
<tr>
<td>Creating Your Own Nonprofit</td>
<td>Industry veteran shows you how to take a nonprofit business from vision to reality.</td>
<td>$104</td>
</tr>
<tr>
<td>Marketing Your Nonprofit</td>
<td>Further the ideals and goals of your nonprofit by learning to compete more effectively for members, media attention, donors, clients, and volunteers.</td>
<td>$104</td>
</tr>
<tr>
<td>Introduction to Nonprofit Management</td>
<td>Develop the skills and strategies you need to become an integral part of one of America’s fastest growing service sectors.</td>
<td>$104</td>
</tr>
<tr>
<td>HEALTH CARE, NUTRITION &amp; FITNESS</td>
<td>Assisting Aging Parents Handle the challenges you will face in the coming years.</td>
<td>$104</td>
</tr>
<tr>
<td>Medical Terminology: A Word Association Approach</td>
<td>Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.</td>
<td>$104</td>
</tr>
<tr>
<td>Become a Veterinary Assistant</td>
<td>Practicing veterinarian prepares you to work in a veterinary office or hospital.</td>
<td>$104</td>
</tr>
<tr>
<td>Become a Veterinary Assistant II: Canine Reproduction</td>
<td>Practicing veterinarian teaches you to manage the entire canine breeding cycle, from assessing the health of parents to puppy care.</td>
<td>$104</td>
</tr>
<tr>
<td>Introduction to Natural Health and Healing</td>
<td>Learn how to promote wellness, balance, and health in all aspects of your daily life.</td>
<td>$104</td>
</tr>
<tr>
<td>Luscious, Low-Fat, Lightning-Quick Meals</td>
<td>Join a registered dietitian and discover how easy it can be to prepare meals that are both delicious and nutritious!</td>
<td>$104</td>
</tr>
<tr>
<td>Handling Medical Emergencies</td>
<td>Every second counts during a medical emergency. Learn how to respond if someone needs your help.</td>
<td>$104</td>
</tr>
<tr>
<td>Outdoor Survival Techniques</td>
<td>Learn the essential skills you will need to survive in a remote or stranded condition.</td>
<td>$104</td>
</tr>
<tr>
<td>LANGUAGES</td>
<td>Beginning Braille Transcription Prepare for a rewarding career as a Braille transcriber by learning to write and read the tactual language of the blind.</td>
<td>$104</td>
</tr>
<tr>
<td>Intermediate Braille Transcription Learn Literary Braille and prepare for the Library of Congress Braille Transcriber’s Certification exam.</td>
<td>$104</td>
<td></td>
</tr>
<tr>
<td>Speed Spanish</td>
<td>Learn six easy recipes to glue Spanish words together into sentences, and you’ll be engaging in conversational Spanish in no time.</td>
<td>$104</td>
</tr>
<tr>
<td>Speed Spanish II</td>
<td>Clever follow-up to our popular Speed Spanish course. Several new recipes help you quickly build fluency.</td>
<td>$104</td>
</tr>
<tr>
<td>Speed Spanish III</td>
<td>Master your ability to speak, understand, and read Spanish by taking the final installment in our unique three-part Speed Spanish learning series.</td>
<td>$104</td>
</tr>
<tr>
<td>Beginning Conversational French</td>
<td>Discover how easy it can be to learn common words and phrases for both leisure and business.</td>
<td>$104</td>
</tr>
<tr>
<td>Grammar for ESL</td>
<td>If English is your second language and you’re headed to college, this course will teach you the principles of grammar and structure you’ll need to succeed.</td>
<td>$104</td>
</tr>
<tr>
<td>Writing for ESL</td>
<td>Learn how to write in English more effectively to succeed in college and at work.</td>
<td>$104</td>
</tr>
<tr>
<td>MATH &amp; SCIENCE</td>
<td>Everyday Math Gain confidence in your basic math skills and start using math to your advantage.</td>
<td>$104</td>
</tr>
</tbody>
</table>
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. $104
CRN #11211

Human Anatomy and Physiology
Gain a greater appreciation and understanding of the marvelous complexity of the human body. $104
CRN #11200

Personal Finance
Debt Elimination Techniques That Work
Learn specific, powerful, and proven strategies to get completely out of debt and live a stress-free lifestyle. $104
CRN #11172

Where Does All My Money Go?
Learn how to get control of your money once and for all. $104
CRN #11173

Personal Finance
Protect your assets and discover how best to achieve all your financial goals. $104
CRN #11183

Building Wealth
Certified financial planner shows you how most wealthy people build their fortunes. $104
CRN #11182

Real Estate Investing
Build and protect your wealth by investing in real estate. $104
CRN #11123

Stocks, Bonds, and Investing: Oh, My!
Learn how to make wise investment decisions so that you have enough money to live comfortably through your retirement. $104
CRN #11178

The Analysis and Valuation of Stocks
Discover valuable techniques that show you step by step how to research and value stocks. $104
CRN #11179

Introduction to Stock Options
Learn how stock options can protect your portfolio and help you profit in any type of market. $104
CRN #11180

Photography
Discover Digital Photography
An informative introduction to the fascinating world of digital photography equipment. $104
CRN #11217

Secrets of Better Photography
Explore strategies and learn a variety of tricks to create excellent photographs in all types of situations. $104
CRN #11215

Photographing People With Your Digital Camera
Learn to take beautiful pictures of adults, children, and babies. $104
CRN #11216

SALES & MARKETING
Principles of Sales Management
Master the art of managing sales teams from a sales management professional. $104
CRN #11020

Professional Sales Skills
Discover how to begin a successful and rewarding career in sales. $104
CRN #11022

Effective Selling
Learn the secret to converting a potential customer into a long-term asset. Find out how to lay the groundwork for repeat business and your future success. $104
CRN #11021

Marketing Your Business on the Internet
E-commerce expert helps you develop an Internet marketing plan for your business. $104
CRN #11240

TEST PREP
(G$104 per class)
## Online Courses

### LSAT Preparation: Part 1
**CRN #11158**

### LSAT Preparation: Part 2
**CRN #11159**

### SAT/ACT Preparation: Part 1
**CRN #11160**

### SAT/ACT Preparation: Part 2
**CRN #11161**

## Writing Courses

### Beginning Writer’s Workshop
Get a taste of the writer’s life and improve your writing skills in this introduction to writing creatively. $104  
**CRN #11066**

### Fundamentals of Technical Writing
Learn the skills you need to succeed in the well-paying field of technical writing. $104  
**CRN #11045**

### Writing Great Technical Documents
Learn how to write great technical documents from an award-winning technical writer. $104  
**CRN #11046**

### The Keys to Effective Editing
If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and nonfiction. $104  
**CRN #11028**

### Grammar Refresher
Gain confidence in your ability to produce clean, grammatically correct documents and speeches. $104  
**CRN #11039**

### Correcting Oral and Written Errors
Learn to speak and write with assurance that your word choices, punctuation, spelling, and pronunciation are correct. $104  
**CRN #11038**

### Effective Business Writing
Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end. $104  
**CRN #11059**

### Writeriffic: Creativity Training for Writers
Banish writer’s block forever with these tricks from the published writer’s toolbox. $104  
**CRN #11062**

### Writeriffic 2: Advanced Creativity Training for Writers
This advanced writing course will increase your creativity—whether you’re writing for personal satisfaction or to launch a career. $104  
**CRN #11043**

### The Craft of Magazine Writing
If you’re a determined new writer, this class will provide you with the skills you need to get published. $104  
**CRN #11067**

### Writing for Children
A published children’s author shows you how to touch the hearts of children by creating books for them. $104  
**CRN #11057**

### Mystery Writing
Using vivid examples from bestselling mystery novels, this course will teach you the techniques you need to become a successful author. $104  
**CRN #11041**

### Research Methods for Writers
Learn the most efficient and effective methods to conduct research for any writing project. $104  
**CRN #11049**

### Demystifying Forensic Science: A Writer’s Guide
Learn the secrets behind forensic science and add new characters, depth, and marketability to your fiction. $104  
**CRN #11048**

### Beginner’s Guide to Getting Published
A published writer shows you how to give yourself the credibility you need to get your books and articles published. $104  
**CRN #11060**

### Your Screenwriting Career
Learn how to write and sell professional-quality screenplays from a Hollywood veteran. $104  
**CRN #11068**

### Write Fiction Like a Pro
A Hollywood writer and author teaches you how professional writers use story outlines to structure any type of story. $104  
**CRN #11061**

### Pleasures of Poetry
This course will help you create your best possible work, whether you’re looking to be published or simply wish to craft beautiful poems for friends. $104  
**CRN #11040**

### Travel Writing
Profit from your experiences in exotic lands (or your own backyard) by learning how to write and sell travel articles and books. $104  
**CRN #11044**

### Creating a Sense of Place
Develop your eye for detail and improve your writing with vivid descriptions, memorable settings, and believable characters. $104  
**CRN #11042**

### Write Your Life Story
Learn how to create and distribute an inspirational and professional autobiography for family, friends, and others. $104  
**CRN #11063**

### Introduction to Journaling
Discover how journaling can help you learn more about yourself, explore your dreams, values, and beliefs, improve your health, survive unwanted change, succeed in your career, and express your creativity. $104  
**CRN #11065**

### Business Marketing Writing
Write great marketing copy to improve your company’s image and your chances of getting hired or promoted. $104  
**CRN #11058**

### Introduction to Internet Writing Markets
A professional writer helps you discover a wide variety of new markets for your written work. $104  
**CRN #11064**

### Publish It Yourself: How to Start and Operate Your Own Publishing Business
Convert manuscripts into income by producing and selling books like the pros. $104  
**CRN #11235**
Advanced Seminar in Photography: Historical Perspectives
This course is designed for the experienced photographer who wants to expand creatively, while learning more about the history of photography. In this class, we will look at our roots as photographers. Students will be given both reading and shooting assignments. Our principal goal will be to explore the origins of photography, while shooting assignments will be related to those landmark photographers studied in class. Classes will be composed of discussion pertaining to the reading assignments, as well as critiques of the shooting assignments. Required text: The Abrams Encyclopedia of Photography, edited by Brigette Govignon, available at MCC Bookstore.
CRN #11647 8 Mondays (on mostly alternate weeks), 2/5, 2/19, 3/5, 3/26, 4/16, 4/30, 5/14 & 6/4, 7-9 p.m. MCC Bldg. AST D229 Fee: $140
Instructor: Mallorie Ostrowitz holds an M.F.A. from Lehman College and a B.A. in fine arts from Queens College. Her photography has been widely exhibited throughout the U.S. and can be viewed on her web site: www.mallorieostrowitz.com.

Digital Camera Introduction
Learn the fundamentals of digital photography using a consumer-model digital camera. It is not necessary to own a digital camera, but if you do, please bring it along with your instruction manual. Prerequisite: Basic Windows, keyboard and mouse skills.
CRN #11648 2 Thursdays, 3/22-3/29, 6-9 p.m. MCC Bldg. LRC B142 Fee: $95
Instructor: Richard Hoyer

Digital Camera: Part II
Making the leap from film to digital photography was scary, but you did it! And now that you’ve had some time to enhance your digital photo skills, and maybe even learned how to load your photos into the computer and digitally enhance them, you’re ready for more. In this advanced course, learn how to control digital photography from camera to computer. Topics will include advanced techniques for taking better digital photos; digital picture management; advanced camera controls; enhancing your pictures with Adobe Photoshop; and successful printing and web usage techniques. Bring your digital camera and your digital questions to this informative class. Prerequisite: Digital Camera Introduction, equivalent experience, or approval by instructor/computer coordinator.
CRN #11651 2 Wednesdays, 4/18-4/25, 6-9 p.m. MCC Bldg. LRC B142 Fee: $95
Instructor: Richard Hoyer

Digital Camera for Older Adults
Learn the fundamentals of digital photography using a consumer-model digital camera at a comfortable learning pace geared for older adults. All aspects of the digital camera will be discussed, including the lens, viewfinder, focus, aperture, shutter, digital file formats and image storage. Comparisons will be done on some popular digital cameras, including image quality, current usage and price. A portion of the course will also cover working with Photoshop Elements, a popular photo editing program. We will explore importing and saving photographs, demonstrate methods of color correction and enhancement, print sizing, preparing images for print and the web. To take this class, it is not necessary to own a digital camera, but if you do, please bring it along with your instruction manual. Instructor provides handouts. Prerequisite: Digital Camera Introduction, equivalent experience, or approval by instructor/computer coordinator.
CRN #11649 2 Tuesdays, 4/10-4/17, 1-4 p.m. MCC Bldg. LRC B142 Fee: $95
Instructor: Richard Hoyer

Digital Camera: Part II
Learn the fundamentals of digital photography using a consumer-model digital camera at a comfortable learning pace geared for older adults. All aspects of the digital camera will be discussed, including the lens, viewfinder, focus, aperture, shutter, digital file formats and image storage. Comparisons will be done on some popular digital cameras, including image quality, current usage and price. A portion of the course will also cover working with Photoshop Elements, a popular photo editing program. We will explore importing and saving photographs, demonstrate methods of color correction and enhancement, print sizing, preparing images for print and the web. To take this class, it is not necessary to own a digital camera, but if you do, please bring it along with your instruction manual. Instructor provides handouts. Prerequisite: Basic Windows, keyboard and mouse skills.
CRN #11648 2 Thursdays, 3/22-3/29, 6-9 p.m. MCC Bldg. LRC B142 Fee: $95
Instructor: Richard Hoyer

Digital Picture Editing for Older Adults
Learn to fix and enjoy your photos using some simple and low-cost tools. This class will use Picasa, free software available from Google, that helps you to organize, edit and share the photos you have on your PC. Picasa makes advanced photo editing simple by putting one-click fixes and powerful effects at your fingertips. Picasa also makes it easy to email, print or burn CDs from your photos, and best of all, it’s free. Other topics will include how to download Picasa, post photos on the web, and make simple slide shows. In addition to Picasa, we will look at other free or low-cost, simple software you can use to fix your photos and enjoy. Instructor provides handouts. Prerequisite: Basic Windows, keyboard and mouse skills are recommended.
CRN #11652 2 Tuesdays, 5/1-5/8, 1-4 p.m. MCC Bldg. LRC B142 Fee: $95
Instructor: Richard Hoyer

Composition Techniques
There is one element that can really improve your photographs, one feature that can lift your photo from snapshot to art: a sense of composition. Digital cameras and image processing software provide impressive control over exposure and color balance, but your photos will never succeed if the contents don’t come together. This class is designed to help you refine your vision and improve your compositions. We will look at framing, patterns, movements, focal point, and creating depth. We will also look at examples of photographs that highlight compositional rules and techniques which will make a difference in your photos.
CRN #11852 1 Thursday, 5/17, 6-9 p.m. MCC Bldg. LRC B144 Fee: $30
Photography

Digital Camera RAW
This course is for serious hobbyists through advanced photographers. Improve the quality of your digital captures by using the RAW format. Set up a workflow to quickly process large numbers of RAW files. Make image corrections that would be impossible with other image formats. Designed for any type of photography. Learn to create professional-quality digital photographs from your RAW files, regardless of your current skills. Use the RAW format to correct white balance and exposure problems. Use the extra information in RAW files to recover shadow and highlight details. Set up and use an efficient workflow for RAW images. Prerequisite: Basic Windows, keyboard and mouse skills. CRN #11650 2 Tuesdays, 5/22-5/29, 6-9 p.m. MCC Bldg. LRC B141 Fee: $95
Instructor: Carmine Filloramo, B.A., has 30 years of experience in the photography business. He has worked as a newspaper photographer and a photographic consultant for Aetna, Inc. in Hartford. His work has brought him around the world and his skills have led him to photograph four U.S. Presidents.

Using Your Digital SLR
Got a new DSLR? While these new digital, single-lens, reflex cameras have some of the same functions and features as film cameras, there is a whole new digital side. This class will focus on the specifics of using a digital SLR and will answer many of the questions on how to get the most out of your new camera. Topics will include choosing the proper file format and resolution; compression; lenses; white balance; color space; exposure compensation; saturation; and contrast controls. Classroom presentations and hands-on experience will help you to learn about your camera and the use of the RAW file format. The class will also use Adobe Photoshop to demonstrate downloading images and processing RAW file formats, as well as learning essential tools for processing digital photographs. Please bring your own Digital SLR to class. CRN #11854 2 Fridays, 2/16-2/23, 6-9 p.m. MCC Bldg. LRC B141 CRN #11857 2 Fridays, 5/11-5/18, 6-9 p.m. MCC Bldg. LRC B141 Fee: $95
Instructor: Richard Hoyer

Digital Photo Printing
You’ve taken some really great digital photos, and now you’d like to print them on your inkjet printer. So far, you’ve been disappointed with your results; the colors don’t match what you saw on the screen, and you’re not sure what went wrong. Does this sound like you? This course will help you find the solution and teach you some creative techniques that will make your great shot an equally great print. Topics that will be covered include digital printing basics; color theory and color management; making basic Photoshop corrections; using Photoshop for creative effects; and resampling, troubleshooting, and presentation. The course is specifically designed for the amateur photographer who wants to print their own photos on an inkjet printer. Handouts are included. A detailed course outline and samples of the instructor’s work can be viewed at www.shaffersmith.com. Recommended texts: The Digital Printing Handbook, Daly; and Mastering Digital Printing, Johnson, available at your local bookstore. Materials fee: $25, payable to instructor at first class for ink and paper. CRN #11830 5 Saturdays, 4/14-5/12, 10 a.m.-noon MCC Bldg. AST D211 Fee: $90
Instructor: Jeff Shaffer has been a professional photographer for more than 15 years and operates a studio with his wife, Dawn, in Hartford. They specialize in food and still life for advertising magazines. He is also program director for the American Society of Media Photographers.

Directions to East Hartford Community Cultural Center

EHCCC
c/o East Hartford Parks & Recreation
50 Chapman Place • East Hartford, CT 06108

From 291 South: Get onto I-84 West and follow directions below.

From I-84 East or West: Take exit 56. Take right on Governor St. Take fourth left on Robin Terrace. The East Hartford Community Cultural Center is at bottom of street.

From Rt 2 West: Follow signs to East Hartford exit. Take right on Governor St. Take fourth left on Robin Terrace. The East Hartford Community Cultural Center is at bottom of street.
Professional Development

JOB SEARCH AND SKILLS WORKSHOPS

Looking for information and guidance on how to become more competitive in your job search? You are invited to attend the following workshops. All workshops are (i.e., the same workshop is offered on three different dates). Pre-registration is required, using the registration form on page 67.

Effective Résumé Writing
Build résumé-writing confidence. Whether you’re writing your first résumé or updating an existing one, this workshop provides a foundation of skills needed to develop this competitive marketing tool.

CRN #11896 - 1 session, choose from one of the following dates:
- 1 Thursday, 2/8, 6-7:15 p.m.
- 1 Thursday, 3/8, 6-7:15 p.m.
- 1 Thursday, 4/5, 6-7:15 p.m.

Job Search and Cover Letters
Job seekers should understand how to conduct a comprehensive job search based on today’s winning strategies. Learn how to research opportunities, contact employers, and network and tap into the hidden job market. The crafting and crucial role of cover letters will also be included.

CRN #11897 – 1 session, choose from one of the following dates:
- 1 Thursday, 2/15, 6-7:15 p.m.
- 1 Thursday, 3/15, 6-7:15 p.m.
- 1 Thursday, 4/12, 6-7:15 p.m.

Interviewing Techniques
Preparation is the key to a successful interview. This workshop identifies the types of interviews candidates are experiencing today; covers the stages of the interview process; and previews the most frequently asked interview questions.

CRN #11898 - 1 session, choose from one of the following dates:
- 1 Thursday, 3/1, 6-7:15 p.m.
- 1 Thursday, 3/29, 6-7:15 p.m.
- 1 Thursday, 4/19, 6-7:15 p.m.

MCC Bldg. Lowe L177 (Career Services Office) Fee: Free
Instructor: Carl Ochnio, M.S., is Director of Career Services at MCC.

18TH ANNUAL
MCC REGIONAL JOB FAIR

Saturday, March 31, 2007
9:00 a.m. – 1:00 p.m.
AST & LRC Buildings (1st & 2nd floor)

Approximately 75 companies will be seeking candidates for professional, technical, sales, management, and entry-level opportunities. Job seekers will be able to have their resumes critiqued by nationally-certified resume writers for free.

For further information, visit the following sites:
www.mcc.commnet.edu/students/career/
or
www.mccjobfair.com

The MCC Regional Job Fair is co-sponsored by the CT Department of Labor, Journal Inquirer, Clear Channel Radio of Connecticut, and MCC Alumni Association.

CAREER OPPORTUNITIES

Precision Machining: Phase I
The Precision Machining Program is a comprehensive, hands-on training program for entry-level machinists or individuals with manufacturing experience who want to advance their skills. Students learn on basic machine tools, including lathes, drill presses, grinders and milling machines. Students will also produce parts from engineering drawings, make measurements using inspection tools and be introduced to the basics of Computer Numerical Control (CNC). The program combines classroom training, lab experience with actual equipment used in industry today, and internships with local manufacturing companies.

CRN #11886 78 sessions, Monday-Friday, 2/5-5/25 (does not meet 2/12 and 4/6), 4:30-10 p.m. MCC Bldg. V4 V141
Fee: $2,500
Instructor: Richard Dwire has 40 years’ experience in manufacturing. He brings a lifetime of valuable manufacturing knowledge with him to the classroom, including all aspects of machining, shop theory, mathematics and safety education.

Precision Machining: Phase II
This class is designed for those students who have completed the Level I, Phase I Precision Machining. Students will learn advanced operation of the lathe, milling machine and grinder, as well as blueprint reading, measurement and inspection tools. In addition, students in phase two will learn the basics of operating a CNC lathe and CNC vertical milling machine. Students with machine tool skills may begin at this level by demonstrating their proficiency through NTMA challenge exams.

CRN #11887 71 sessions, Monday-Friday, 1/29-5/9 (does not meet 2/12 and 4/6), 9 a.m.-3 p.m. MCC Bldg. V4 V141
Fee: $2,500

Spring 2007 Credit-Free Catalog
Professional Development

Professional Bartending with S.M.A.R.T. National Certification

Learn to prepare today’s most popular drink recipes (like the Kamikaze and the Cosmopolitan), as well as some of yesterday’s classic cocktails. Instruction includes opening and closing duties, product knowledge, garnish cutting, making change, optimizing tips, health regulations, and how to serve alcohol responsibly. The S.M.A.R.T. (Server and Manager Alcohol Responsibility Training) certification teaches responsible service of alcohol with extra emphasis on checking IDs and underage drinking problems. S.M.A.R.T. certification is recognized by liquor administrators throughout the country, and employees who hold this certification lower the liquor liability of the places they work. Anyone looking for a new skill that can be used immediately in restaurants, clubs, hotels, or catering companies will benefit from this course. Students receive a certificate for bartending and a wallet-sized S.M.A.R.T. certification card upon successful completion of this course. Students must be at least 18 years of age. No real alcohol is used in class instruction. Bring your lunch. Materials fee: $35, which includes S.M.A.R.T. booklet and other supplies, payable to instructor at first class.

CRN #11771 2 Saturdays, 3/24-3/31, 9 a.m.-5 p.m. EHCCC Room 6
CRN #11772 2 Saturdays, 5/5-5/12, 9 a.m.-5 p.m. EHCCC Room 6
Fee: $195
Instructor: Paul Rich has been a S.M.A.R.T. instructor for MCC and other CT community colleges for the past two years, and has worked in the bartending industry for more than 12 years.

How to Cash in with a Successful Home-Based Business

Turn your talents and hobbies into profits at home by learning how to start a part-time or full-time, home-based business. During this comprehensive, informative workshop, you will discover many details, which have taken other entrepreneurs years to discover on their own, including more than 100 home business ideas; all the mandatory legal documentation; many ways to market your product/service; and taking tax deductions. If you really want to succeed in a home business, this step-by-step workshop (offered only once a year) is a must! Materials fee: $10, payable to instructor at beginning of class, for information designed to help you long after the workshop is over. Prerequisite: How to Cash in with a Successful Home-Based Business.

CRN #11880 1 Monday, 5/7, 8:45-9:45 p.m. EHCCC Room 2
CRN #11881 1 Monday, 5/7, 6-8:30 p.m. EHCCC Room 2
Fee: $45
Instructor: LeeAnne Krusemark, author, consultant, successful business owner, and a former chamber of commerce president, offers these business seminars at colleges from New York to Hawaii.

How to Make Money with a Home-Based Typing-Word Processing Business

If you can type, then you can make money at home using your typewriter, word processor or computer. Having already learned about home-based business success (participants must have attended How to Cash in with a Successful Home-Based Business) you will now discover the secrets to making a profit in this specific venue. Learn more than 50 ways to advertise/market your business and at least 100 ways to make money with your computer. Also, identify how and where to find clients and what your best choices are for home office equipment. There really is a need for your services, so why not have the freedom to be your own boss and set your own hours? Materials fee: $10, payable to instructor at the beginning of class, for information designed to help you long after the workshop is over. Prerequisite: How to Cash in with a Successful Home-Based Business.

CRN #11879 1 Saturday, 5/19, 9 a.m.-1 p.m. EHCCC Room 6
CRN #11878 1 Monday, 5/7, 8:45-9:45 p.m. EHCCC Room 2
CRN #11880 1 Monday, 5/7, 6-8:30 p.m. EHCCC Room 2
Fee: $25
Instructor: David K. Ewen, M.Ed., has been a business consultant for Boston Voyager; a graphics design company, E.P. TelCo, a telecommunications contractor; Today’s Music Review, a promotional designer; and Ewen Prime, Inc., a publishing consultant. David is the founder and former executive director of the New England Publisher’s Association.

NEED TRAINING? We’ll Surprise You!

• Manufacturing Training
• Computer Skills
• Supervisory and Managerial Skills
• Professional Development
• Basic Skills
• Communications
• ESL

From computers to manufacturing, from Supervisory and Management Skills to English as a Second Language, MCC provides custom training for its business neighbors. MCC even helps companies find grant funding to help reduce training costs.

Call Business & Industry Services:
Mick Pigott (860) 512-2815
or mpigott@mcc.commnet.edu

www.mcc.commnet.edu

52 Continuing Education (860) 512-2800
Principles and Practices of Real Estate
This required course for real estate licensing provides clear explanations of modern real estate practices and a working knowledge of real estate in Connecticut. Property owners, buyers, sellers, and anyone interested in pursuing real estate careers or operations will find this course beneficial and rewarding. Required texts: available from instructor for approximately $85. Bring your lunch to Saturday classes.
CRN #11281 11 Saturdays, 1/20-3/31, 8:30 a.m.-2:30 p.m. 
MCC Bldg. Lowe L240
CRN #11248 16 sessions, Tuesdays & Thursdays, 2/6-4/5 
(does not meet 2/20 & 2/22), 5:30-9:30 p.m. MCC Bldg. Lowe L240
CRN #11249 16 sessions, Tuesdays & Thursdays, 3/8-5/10 
(does not meet 3/17 & 3/19), 9:30 a.m.-1:30 p.m. EHCCC Room 2
CRN #11453 16 sessions, Mondays & Wednesdays, 4/2-6/6 
(does not meet 4/16, 4/18, 4/23 & 5/28), 5:30-9:30 p.m. RHAM High School, Room 107 (see below)
CRN #11282 16 sessions, Tuesdays & Thursdays, 5/8-6/28, 
5:30-9:30 p.m. MCC Bldg. Lowe L240
Fee: $399
Instructors: CRN #11453: Ellen Clifford is a licensed realtor with more than 12 years of experience in real estate sales, leasing, property management, and bank foreclosures; CRN #11281: Archangelo D’Amato brings more than 25 years of real estate brokerage, sales, leasing, development and property management to the classroom; CRNs #11248, #11249 & #11282: Andrew Pappas is a licensed broker representing MCC within the Connecticut Community College Consortium.

Real Estate Appraisal I: Principles of Residential Valuation
This course is required for those seeking a real estate broker’s or appraiser’s license, and may also be helpful for real estate salespeople. Students will learn how to effectively price competitive listings, as well as learn practical techniques for appraising property and how to determine loan, sale and insurance values. Required texts: available from instructor for approximately $75.
CRN #11753 9 Wednesdays, 3/7-5/2, 5:45-9:45 p.m. 
MCC Bldg. Lowe L142 Fee: $250
Instructor: Archangelo D’Amato

Real Estate Appraisal II: Principles of Commercial Valuation
This advanced course, which concentrates on commercial valuation, covers such important topics as evaluation of income property; discounting and compound interest; income estimation and forecasting; debt financing, capitalization and discount rates; tax considerations; and an introduction to mortgage equity analysis and financial residual techniques. A Hewlett Packard 12-C financial calculator is required. Prerequisite: Real Estate Appraisal I: Principles of Residential Valuation. Required text: available from instructor for approximately $65.
CRN #11912 12 sessions, Wednesdays & Saturdays, 5/9-6/20 (does not meet 5/26), 6:30-9:30 p.m. (Wednesday); 8:30-11:30 a.m. (Saturday) 
MCC Bldg. Lowe L142 Fee: $250
Instructor: Archangelo D’Amato

Real Estate Appraisal Commissions Licensure Information
All of the real estate courses offered at MCC for licensure and continuing education are recognized by the Real Estate Consortium of Community Colleges of Connecticut and have been approved and filed with the State of Connecticut Real Estate Commission. All courses meet the minimum requirements as outlined by the State of Connecticut.
Real estate salespersons, brokers and appraisers must fulfill educational requirements to qualify for State of Connecticut mandated exams. The educational requirements for Connecticut are as follows:

Real Estate Salesperson (total of 60 hours)
Principles and Practices of Real Estate (60 hours)

Real Estate Broker (total of 120 hours)
Principles and Practices of Real Estate (60 hours)
Appraisal (30 hours)
Elective (30 hours)

Appraiser* (total of 75 or 120 hours)
State Provisional License (75 hours, including at least 30 hours of Real Estate Appraisal and 15 hours of Uniform Standards of Professional Appraisal Practice USPAP)
State Certified Residential (120 hours, including 15 hours USPAP)
* According to recent information from the Appraisal Commission, these requirements will increase in 2008.

MCC REAL ESTATE AND APPRAISAL COURSES QUALIFY FOR VETERAN’S BENEFITS
Qualify for Veteran’s Benefits?
You may be able to receive monthly benefits for taking Principles and Practices of Real Estate • Appraisal I • Appraisal II
Call MCC’s Financial Aid Office for more information on Veteran’s Benefits at (860) 512-3362 or 512-3388

Real Estate Law
Approved for broker license candidates, this course is for real estate salespersons who wish to obtain a broker license. The course will use practical case studies to address all legal considerations for real estate transactions in Connecticut. Among the topics covered in this course will be ownership and interests in real estate; transfers and conveyances; Connecticut’s real estate licensing law; agency law and liability; duty to disclose; real estate finance; development and sub-division of real estate; condominiums; landlord/tenant law; and federal real estate law. Textbooks are available from the instructor for approximately $90.
CRN #11754 8 sessions, Tuesdays & Thursdays, 2/6-3/8 (does not meet 2/20 & 2/21), 9:30 a.m.-1:30 p.m. EHCCC Room 2
CRN #11755 8 Mondays, 3/5-4/30 (does not meet 4/2), 6-10 p.m. 
MCC Bldg. Lowe L142 Fee: $250
Instructor: CRN #11754: Andrew Pappas; and CRN #11755: Elton B. Harvey III, M.A. from the University of New Haven and J.D. from Western New England College, is an attorney whose practice emphasizes commercial and residential real estate. A former title abstract company owner, he has served as a member of the New England Land Title Association, and presently is a member of the CT Bar Association Real Property Section Executive Committee and runs a practice in West Hartford.
Professional Development

Public Speaking
Whether you welcome a group of executives to a conference, speak at an annual meeting, deliver a new client pitch, or address staff, strong public speaking skills are essential. This lively and interactive course will include managing nervousness; organizing ideas; improving eye contact and body language; and speaking with impact. Students will also benefit from the instructor’s critiques and those of fellow participants. Please note: this credit-free course is not the same credit course offered by MCC.
CRN #11724 4 Mondays, 4/9-4/30, 7-9 p.m. MCC Bldg. AST C209 Fee: $70
Instructor: Joan Walden has taught Public Speaking at MCC since 2002. She launched Joan Walden Enterprises, an award-winning event planning/public relations business, in 1981. Her clients have included the Wadsworth Atheneum of Art, the Chicago Mercantile Exchange, and the American Paralysis Association. She is also a freelance writer whose work has appeared in The Hartford Courant, Reader’s Digest, and elsewhere.

Grant Writing for Beginners
Do you know what grant makers want? This course will cover tips for writing effective grant proposals. You will learn how to get started and into the flow of process. The parts of a generic proposal will be reviewed, including: executive summary, statement of need, project description, budget and narrative, organizational information, conclusion, and appendix. In addition, the art of effective cover letter writing and basic research methods will be explored. Contact cultivation and meeting the funder will be discussed, as well as dealing with rejection and what to do next. Grant reporting will be looked at briefly, and sample grants will be shared. Please bring your lunch.
CRN #11335 1 Saturday, 3/3, 9:30 a.m.-4 p.m. MCC Bldg. LRC B144
CRN #11760 1 Saturday, 5/5, 9:30 a.m.-4 p.m. MCC Bldg. AST C209 Fee: $70
Instructor: Beverly Salzman earned her M.B.A. from Sacred Heart University, and has taught grant writing at Housatonic Community College at different times over the past ten years. As a non-profit executive for many years, she wrote grants to various State departments, the Federal government, and local foundations. She has also conducted needs assessments, designed human service programs, monitored compliance, and grant wrote for a variety of not-for-profits in the Greater Bridgeport area.

Business Etiquette
For professionals of all levels and fields, this course will cover the following areas: interacting favorably and productively with people on a business and social level, including meeting and greeting, and networking skills; dining etiquette for job interviews, business luncheons, and formal receptions; and improving the quality, effectiveness, and efficiency of your emails. Become a better player in your field by learning essential fundamentals! Materials fee: $12, for a series of handouts, payable to instructor at the beginning of class.
CRN #11892 1 Tuesday, 4/17, 6-9 p.m. MCC Bldg. LRC B144 Fee: $30
Instructor: Karen Wolf was trained and certified by The Protocol School of Washington®, a leader in etiquette and protocol services. She has extensive experience in client training and project management for the financial industry. She also appeared on Channel 5/Comcast’s “Fame With Elaine™” in a discussion on Manners in America.

Creating an Effective Presentation
Do you have to make presentations to your boss, your organization, your customers, or others? Do you have difficulty getting up in front of a group? Do your PowerPoint slides lack pizzazz? Does your audience fall asleep? If you answered “yes” to any of these questions, this workshop is for you. You will learn some basic techniques for making your presentation more interesting and exciting and learn to be more comfortable in front of a group. Some of the topics that will be covered include hints for a successful presentation, key aspects of a dynamic presentation, elements of an effective speech, overcoming speaking anxiety, developing effective PowerPoint slides, tips for communicating in stressful situations, handling hostile questions, effectively leading discussions, tips for being memorable, and more. You will receive a workbook full of useful information and guidelines to help you make your next presentation one that people won’t soon forget. You need to bring a sample of a PowerPoint slide you currently use to the session for feedback. Bring it on a diskette or in another electronic format so that it can be displayed. Class time will be split between the PC lab and classroom.
CRN #11577 1 Thursday, 4/26, 9 a.m.-4 p.m. MCC Bldg. LRC B144 (limited seating) Fee: $85
Instructor: Ralph Braithwaite has an M.B.A. in organizational behavior and more than 20 years’ experience in training, human resources, and teaching.

Developing the Leader Within
Understand what it takes to be a truly great leader. In this seminar, we’ll explore ways to lead with vision, integrity, courage and inspiration. Discover why your attitude is so vital to success. Learn how to successfully develop people and draw on their natural desire to be self-motivated. Gain insights for tapping into people to create positive change and action. Learn ways to share your vision by painting vivid pictures so people can capture your spirit and momentum.
CRN #11659 1 Wednesday, 3/21, 9 a.m.-4 p.m. MCC Bldg. LRC B144 (limited seating) Fee: $85
Instructor: Noreen Reilly has a B.S. from Bryant College and more than 15 years experience in business. She conducts professional development seminars for corporations, colleges, and non-profit organizations.
Professional Development

Discovering Your Creative Genius
Be more creative at work. Tap into your creative genius by learning a variety of innovative brainstorming and problem-solving techniques. Discover ways to better “see” solutions. Learn fresh ways to view situations, understand core issues, and present ideas. Learn how creative thinking actually enhances your ability to solve real-life problems.

CRN #20016 1 Friday, 6/8, 9 a.m.-4 p.m. MCC Bldg. LRC B144
(limited seating) Fee: $85
Instructor: Noreen Reilly

How to Get Your Life on Track
If your self-esteem has been damaged, or if you feel that life controls you instead of you controlling your life, then this course is for you. Learn the secrets of positive self-esteem, confidence, and how to believe in yourself and your abilities. Never again let the comments or attitudes of others bother you or distract you from achieving your goals and dreams. Develop personal strategies for determining what your interests are and how to start guiding your life in the direction that you choose.

CRN #11883 1 Thursday, 4/19, 7-9 p.m. MCC Bldg. Lowe L142
Fee: $25
Instructor: Roger Abramsky is the founder of the American Society for Positive Thinking and a much sought-after motivational public speaker with extensive public speaking experience. He holds a B.A. in sociology and Applied Social Relations/Communications from Eastern Connecticut State University, and is employed by a major corporation as a compliance/business analyst.

Confidence, Confidence, Confidence
Confidence can make the difference between success and failure. Not the only difference, perhaps, but exhibiting self-confidence is unquestionably a major asset in any situation. The good news is that confidence is a learned skill; anyone can develop it. If lack of confidence is holding you back from achieving your goals and dreams, then this course is for you. Through lectures, storytelling and practical exercises, students will learn to develop confidence, positive thinking, goal setting and the ability to succeed.

CRN #11884 1 Thursday, 5/17, 7-9 p.m. MCC Bldg. Lowe L142
Fee: $25
Instructor: Roger Abramsky

Making the Transition to Management
Moving into a management position is an exciting step on your career path. However, if you are not properly prepared for the transition, you can run into problems. This seminar will focus on the basic skills needed to make a smooth transition. We will discuss the differences between being a supervisor and a manager, and outline some of the responsibilities of a managerial position, such as assigning and distributing work; monitoring and improving performance; and reviewing and evaluating employees. Overviews of training, leadership, communication, staffing, motivation and administrative tasks will also be included. This is a workshop for the new supervisor or the individual who wants to have a better understanding of the role of a supervisor or manager.

CRN #11661 1 Tuesday, 3/27, 9 a.m.-4 p.m. MCC Bldg. LRC B144
(limited seating) Fee: $85
Instructor: Ralph Braithwaite

Performance Under Pressure: Managing Stress in the Workplace
Stress is damaging to the well-being of any work environment. This workshop will focus on two essential skills required to perform well under pressure: perceiving a situation in an optimal way, and using the physiological boost associated with stress to one’s advantage. Participants will learn proven strategies for dealing with time, anger, people, fatigue and evaluation pressures, and an effective four-step method for optimal energy management. By recognizing signs and symptoms of stress and practicing and applying learned techniques, participants will be better able to handle stressed-out associates; develop self-assessment management skills and habits; and learn how to work well under pressure.

CRN #11663 1 Thursday, 4/12, 9 a.m.-4 p.m. MCC Bldg. LRC B144
(limited seating) Fee: $85
Instructor: Ralph Braithwaite

Leadership Think Tank
Participants will have an opportunity to collaborate in small groups to solve each other’s real life leadership issues. Your team will act as a think tank and brainstorming group to assist you in developing innovative, practical, and beneficial solutions. Group discussions and role plays will be used to try out and reinforce new skills. Participants will also learn effective leadership strategies to overcome issues of morale, discipline, motivation, and other problems. Learn how to be an envisioning, empowering, and encouraging leader. Leverage your leadership abilities and take your work life to the next level!

CRN #11657 1 Wednesday, 5/16, 9 a.m.-4 p.m.
MCC Bldg. LRC B144 (limited seating) Fee: $85
Instructor: Noreen Reilly

Some classes meet at off-campus locations.
MCC = Manchester Community College
Lowe = Lowe Building
V1-V6 = Village
LRC = Learning Resource Center
AST = Arts, Sciences & Technology Center
EHCCC = East Hartford Community Cultural Center
Writing, Publishing & Literature

More Great Books

Are you an avid reader? Come join other book-aficionados in this popular series of book discussions led by distinguished MCC faculty members. The More Great Books series offers a provocative mix of new and classic literature each semester, and meets six times at two-week intervals to allow time for reading. Books are available at your local bookstore and at most libraries.

CRN #11704 6 Wednesdays, 2/15-4/25 (meets every other week), 3:30-5 p.m. MCC Bldg. V3 V131 Fee: $25
Instructors: Jana Sime, Math faculty; Kimberly Hamilton-Bozrow, Michael DiRaimo, Patrick Sullivan, and Kathleen Bottaro, English faculty; Peter Poulos, Computer Science/Technology faculty; Ann Hadley, Earth/Environmental Sciences faculty; and Stephen Starger, Continuing Education staff.

2/14 - The River of Doubt by Candace Millard. Millard tells the true story of Theodore Roosevelt’s harrowing exploration in 1914 of one of the most dangerous rivers on earth. The former president thought that an Amazon adventure would ease the pain of a political loss, but the trip was one that he had never expected.
Instructors: Kimberly Hamilton-Bozrow and Jana Sime

2/28 - My Antonia by Willa Cather. This story is a widely loved novel about a small group of families growing up on the Nebraska frontier in the late 19th century. It is a story about love and loss, the passing of time, and the beauty of the natural world.
Instructor: Patrick Sullivan

3/14 - Fahrenheit 451 by Ray Bradbury. In a futuristic America, firemen start fires rather than put them out. Specifically, firemen burn books in a society in which the people do not read books, enjoy nature, spend time by themselves, think independently, or have meaningful conversations. Bradbury’s dark parable is tinged with cautious optimism and remains as relevant today as when it was published in 1953.
Instructor: Stephen Starger

3/28 - Gift from the Sea by Anne Morrow Lindbergh. This best-selling classic, written more than 50 years ago, presents the timeless message that a peaceful life can be gained through simplifying. More relevant than ever, Lindbergh’s metaphors of the sea come to life when viewed through the eyes of a literature lover and naturalist.
Instructors: Kathleen Bottaro and Ann Hadley

4/11 - The Trouble with Physics by Lee Smolin. In this book, renowned theoretical physicist Smolin argues that physics, the basis for all other sciences, has lost its way. He examines the obstacles and opportunities facing physicists today.
Instructor: Peter Poulos

4/25 - Mother Night by Kurt Vonnegut. Vonnegut blends goofy humor and keen moral insight in this story of Howard Campbell, an American citizen who spied for the Nazis in WWII and who awaits trial for his purported treacheries in an Israeli prison.
Instructor: Michael DiRaimo

Great Poetry Books

Join us for this new poetry book discussion group designed to complement the existing More Great Books course. This new series led by distinguished MCC credit and credit-free faculty will offer a provocative mix of new and classic poetry books each semester. The course meets four times at two-week intervals to allow time for reading, and meets on the off-weeks of More Great Books, should students want to attend both courses. Books are available at your local bookstore and at most libraries.

CRN #11810 4 Wednesdays, 3/7-4/18 (meets every other week), 3:30-5 p.m. MCC Bldg. V3 V131 Fee: $15
Instructors: John Surowiecki and Elizabeth Thomas, Writing & Literature Credit-Free faculty; and Jeanine DeRusha and Mariana DiRaimo, English faculty.

3/7 - The Wasteland and Other Poems by T.S. Eliot. The focus here will, of course, be one of the seminal poems of the 20th century, The Wasteland, even though it has gone out of favor in recent years. We will examine the fragmented writing technique, the poem’s major sources, the nature of the “wasteland” metaphor, and the redeeming role of orthodox Christianity. Students take heart—the poem is not nearly as difficult as it appears!
Instructor: John Surowiecki

3/21 - Human Wishes by Robert Hass. Hass offers a collection of contemplative, intimate poems woven with references to nature and his family. We will discuss in depth the following poems: Churchyard, A Story about the Body, On Squaw Peak, and Privilege of Being, as well as any others that students bring to our attention.
Instructor: Jeanine DeRusha

4/4 - Otherwise by Jane Kenyon. Kenyon wrote that a poet’s job is to “tell the truth and nothing but the truth in such a beautiful way that people cannot live without it.” Her philosophy is best illustrated in this comprehensive collection of her work.
Instructor: Mariana DiRaimo

4/18 - 6 Vietnamese Poets edited by Nguyen Ba Chung and Kevin Bowen. Published by Connecticut’s own Curbstone Press, in cooperation with the William Joiner Center for the Study of War and Social Consequences, this superb collection has poems translated by Marilyn Nelson (CT State Poet Laureate), Martha Collins, Carolyn Forché, and Bruce Weigl. A back-cover comment states that “these poems offer a view of the Vietnamese-American War seen from the inside; they [portray] a slice of Vietnam’s culture and history enduring one of the most horrific and longest wars of the 20th century. There is in each of the poems an unmistakable quality of heart.”
Instructor: Elizabeth Thomas

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Writing, Publishing & Literature

**The Beats: For the Record**
The generation of American writers known as the Beats—Jack Kerouac, William Burroughs, Allen Ginsberg, and Gregory Corso chief among them—were also excellent readers of their own work. The Beats often would record their works backed by jazz or rock musicians. This course will explore, through audio and written examples, how the Beat writers performed their work for immediate impact. The instructor will hand out poems and prose selections that students will read while these pieces are being performed by their creators. Don’t miss this fascinating aural tour of Beat writing!

**CRN #11713** 4 Wednesdays, 4/25-5/16, 7-9 p.m.  
MCC Bldg. LRC B208  
Fee: $60  
Instructor: Steve Starger is a freelance writer and professional jazz musician. He is the co-author of Wally’s World: The Brilliant Life and Tragic Death of the World’s Second-Best Comic Book Artist.

**Poetry for Poets**
This course is for serious writers of poetry who are interested in refining their craft and getting their work published. Your work will undergo rigorous (but always friendly) review. The course will emphasize the processes of rewriting and editing and help you reach the next level of your writing. You will also gain the skills and confidence necessary to submit your work to literary journals. You will be expected to bring in samples of your poetry to each class, and participate in critiquing your fellow poets’ work. Classroom discussions will include poetic forms, attention to language, viewpoint, subject matter, metaphor, mood shifts, and audience response. Students will be expected to complete a chapbook of poems by the end of the course.

**CRN #11717** 6 Mondays, 2/26-4/2, 6:30-8:30 p.m.  
MCC Bldg. LRC A226  
Fee: $75  
Instructor: John Surowiecki has written five books of poetry, and has been published in many journals, including Poetry, Alaska Quarterly Review, Prairie Schooner, Nimrod, Rhino, and Indiana Review. He recently won the 2006 Pablo Neruda Prize, the 2006 Washington Prize, and finished in second place in the Sunken Garden National Poetry Competition. He has both his B.A. and M.A. in English from the University of Connecticut, and makes his living as a freelance writer.

**Consider Yourself Confirmed!**
MCC notifies you only if a course cancels or has schedule changes. If you don’t hear from us, assume you are registered.

**The Breath of Poetry**
This workshop provides a quick study into the lives and work of several contemporary poets and spoken word artists from around the globe ... writers whose work is alive, who excite and motivate, who help us realize that poetry can be breathtaking! Brief introductions to each poet’s work will come alive through a presentation of CDs, videotapes, books, and classroom discussion. This workshop is designed for all ages and levels, including middle school, high school, and college students and teachers.

**CRN #11721** 1 Tuesday, 4/17, 6:30-8 p.m.  
MCC Bldg. Lowe L142  
Fee: $15  
Instructor: Elizabeth Thomas is a published poet who designs and teaches writing programs for schools and organizations throughout the U.S. An advocate of youth in arts, she is the founder of UpWords Poetry, a company dedicated to promoting programs for young writers.

**Elements of Fiction Writing**
This course is designed for those who want to write but feel they need more instruction in the craft of creative writing. The course includes six lessons with imaginative assignments in: finding and recognizing your material and your voice; structuring the plot, feeling the arc of the action; giving your characters depth and roundness; evoking the scene through description and detail; experimenting with points of view; and rewriting beginnings and endings. Aspiring writers are most welcome, as are those who seek inspiring assignments and who need deadlines in order to get started. We will use the Iowa Writing Workshop approach to facilitate critiques and commentary constructive to the writer’s work and goals.

**CRN #11719** 6 Wednesdays, 3/21-4/25, 7-9 p.m.  
MCC Bldg. AST D229  
Fee: $145  
Instructor: Jordon Pecile retired as the head of the English Department at the Coast Guard Academy. A graduate of Cornell University and the Writing Seminars of the University of Iowa, he has written for National Public Radio, television and theater. He has also published prize-winning short stories and essays in anthologies, The New York Times, Atlantic Monthly, Epoch, and other magazines.

**Writing the Examined Life**
This workshop in creative writing will focus on writing from personal experience and turning the raw material of daily life into fiction or memoir. Various exercises in creative writing and in shaping scenes for stories will be offered as needed. Participants with works-in-progress are welcome to submit scenes for class discussion. We will use the Iowa Writing Workshop approach to facilitate critiques and commentary constructive to the writer’s work and goals. Prerequisite: This course is intended as a follow-up to Elements of Fiction Writing, or for those who have had previous writing experience.

**CRN #11722** 6 Thursdays, 3/22-4/26, 7-9 p.m.  
MCC Bldg. AST D229  
Fee: $145  
Instructor: Jordon Pecile

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Get on our mailing list
Would you like to receive the MCC Credit-Free catalog every quarter?
Call (860) 512-2800 or email: ceinfo@mcc.commnet.edu
**Writing, Publishing & Literature**

**Starting Your Story**
This course is for anyone who has thought about starting their own work of short fiction but has not figured out where and how to begin. Class focus will be on finding your point of view, character development, and techniques for story invention. You will also be asked to participate in several brainstorming activities, as well as to critique the openings of work by several published authors.

**CRN #11891** 1 Tuesday, 3/6, 6:30-8:30 p.m.  
MCC Bldg.  
LRC A226  
Fee: $20  
**Instructor:** Steven Torres, Ph.D., full-time English instructor at MCC, is the author of the Precinct Puerto Rico mystery series for St. Martin’s Press. His short stories have appeared in magazines such as Crime Spree and Alfred Hitchcock Mystery Magazine. His fourth book was published in 2006.

**From Comic Books to Graphic Novels**
Since the first comic book was published in 1934, comic books have evolved from so-called “funny books” and superhero comics into a serious genre—part cartoon, part literature. Among the major artists, writers, and comic book publishers whose groundbreaking work we’ll consider are EC Comics, creators of Mad and a line of notoriously radical comic books in the ’50s; ’60s underground artists such as R. Crumb and Bill Griffiths; Art Spiegelman’s Pulitzer Prize winning Holocaust story, Maus; Alan Moore and Dave Gibbons’s innovative ’80s series, The Watchmen; and Neil Gaiman’s Sandman series.

**CRN #11712** 4 Wednesdays, 3/21-4/18, 7-9 p.m.  
MCC Bldg.  
LRC B208  
Fee: $60  
**Instructor:** Steve Starger

**Writing and Illustrating Children’s Books**
This course provides an overview for how to write, illustrate and publish a children’s book. Topics include aesthetic and literary strategies; book design and dummy layout; illustration styles; the age appropriateness of stories; and the business of publishing. One of the classes will meet in the children’s section of an area bookstore.

**CRN #11720** 8 Tuesdays, 3/27-5/15, 7-9 p.m.  
MCC Bldg.  
AST D229  
Fee: $160  
**Instructor:** Iris Van Rynbach, author/illustrator of 13 children’s books, has had her illustrations grace the covers of several magazines and newspapers, including The New York Times, New Yorker and The Hartford Courant.

**Publish Your Book!**
Are you a writer? Do you have a manuscript that you would love to publish? Don’t miss this opportunity to learn how to self-publish and market your book. Topics that will be covered include an overview of the history of publishing; the business and technology of publishing; book design aspects such as cover, spine, binding, and paper stock; production timelines; and marketing issues such as how to set up signing and reading tours, arrange for book reviews, and create a successful retail distribution. By the end of this four-hour seminar, you, the author, will have all the information you need to begin the process of publishing your own book.

**CRN #11815** 1 Saturday, 5/12, 9 a.m.-1 p.m.  
MCC Bldg.  
LRC A108  
Fee: $160  
**Instructor:** David K. Ewen, M.Ed., has been in the book publishing field since 1994. The publishing house that he founded, Even Prime Company, has transformed into a consulting firm. He is also the former executive director of the New England Publisher’s Association.

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**OLDER ADULT PROGRAM**

**LUNCH & LEARN FOR THE OLDER ADULT PROGRAM**
Participants are encouraged to bring their lunch.

**History of Great Path**
The Great Path is a system of foot trails that run across Connecticut from the northeastern corner to Fairfield County and into New York. Learn about the history and use of these trails from the period of Paleolithic hunters to Native American tribes to the first Europeans to the Revolutionary War and beyond. This informative course will explain it all!

**CRN #11893** 1 Friday, 2/16, noon-1 p.m.  
MCC Bldg.  
LRC A108  
Fee: $5  
**Instructor:** David Litrico has been leading historic tours of southeastern New England for the past three years. He is a retired teacher from Windham Vocational-Technical School, and is presently an adjunct English instructor at MCC.

**A Celtic Harp Appreciation**
Come enjoy a Celtic Harp performance of Irish and Scottish folk songs, and learn some of the history behind the instrument and the music for a truly enriching experience.

**CRN #11894** 1 Friday, 3/16, noon-1 p.m.  
MCC Bldg.  
LRC A108  
Fee: $5  
**Instructor:** Wilda Wyse, after retiring as a school psychologist from the Manchester Public School system, began to study the Celtic harp, and has now been playing the harp for eight years.

**The Facts About Paganism and Wicca**
The word “witch” conjures negative connotations in the minds of most people. Learn the facts about the Wiccan religion and paganism from a true Wiccan, who will discuss the history of witchcraft and Wicca, and debunk the myths surrounding witches and witchcraft.

**CRN #11895** 1 Friday, 4/13, noon-1 p.m.  
MCC Bldg.  
LRC A108  
Fee: $5  
**Instructor:** Faith McCann is a third degree Wiccan priestess and owner of Enchantments, a Wiccan Metaphysical Center for the Magical Arts in Manchester.
OLDER ADULT PROGRAM

MCC Older Adult Program
MCC's Credit-Free Programs offers courses that are specifically designed for older adults, and many more that older adults will find of interest. Look throughout the catalog, foreign languages, photography, and creative writing.

Older Adult Association
For Individuals 50 and Older — Your Opportunity for Lifelong Learning
Over 1,100 OAA members enjoy free monthly meetings with speakers or entertainment, September through May; reduced fees for sponsored luncheons, dinners and activities; a percentage of the fee paid for any credit-free course taken at MCC.
Just fill out the membership form below and mail it in. Memberships are paid annually in September, however, you can join at any time.

MCC-Older Adult Association Membership 2006-2007
PLEASE PRINT

(Mr. & Mrs. Mr. Mrs. Ms. Miss) Last Name ______________________________________________________________
First Name: Male __________________________________________ Date of Birth ________
First Name: Female __________________________________________ Date of Birth ________
Address ____________________________________________________________________________________________
Town __________________________ State ______ Zip ____________ - ________
Phone (_____________) __________________________ Renewal ________ New Member ________

Dues: $12 per person, per year
Check payable to: MCC-OAA
Amount enclosed: __________
Check #: __________
Check Date: __________

Return your completed form with your check.

Send to: Older Adult Association
Manchester Community College
P.O. Box 1046, MS #16
Great Path
Manchester, CT 06045-1046

MCC-OAA Tuition Rebate Program
This program provides a 20 percent tuition rebate for any course(s) you take in the Credit-Free Program up to a maximum of $50 per membership year (through August 2007). Bring your Tuition Rebate Form (see below) to class and have it signed by the instructor. Please use one form per member, per course. Mail the completed tuition rebate form to: Carole Walden • 664 Bush Hill Road • Manchester, CT 06040. You will receive reimbursement within four weeks directly from the Older Adult Association.

MCC-OAA Tuition Rebate Form

OAA member’s name: ______________________________________________________________
Member’s address: __________________________________________________________________
______________________________________________________________________________________

Course title: _________________________________________________________________________
Course fee: _________________________________________________________________________
Semester: (circle one) Fall Winter Spring Summer
Instructor’s signature: ________________________________________________________________
(Verifying that student attended at least one class session)
Spring 2007 Excursions in Learning Registration Form

Register one student per form. Please print clearly. (Photocopy as needed.) Refunds according to MCC policy.

For more information, call (860) 512-2804 or (860) 512-2800.

Student’s name ________________________________________________________________

Banner ID# (if known) _____________ Social Security Number ______________________________________

Male ☐ Female ☐ ___________________________ Birth Date ___________ Grade (06/07 year) Age

Parents’ Names ___________________________________________ Home Phone ____________________

Work Phone mother/father (circle one) ___________________________ email address ____________________

Home Address _____________________________________________________________
____________________________________________________________________________

In spaces below, list your child’s 1st and 2nd course choices.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Fee ($35 per week)</th>
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<td>Feb. 3</td>
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<tr>
<td>1st choice</td>
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<tr>
<td>2nd choice</td>
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<td>2nd choice</td>
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<tr>
<td>2nd choice</td>
<td>CRN#</td>
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</tbody>
</table>

(Do not include materials fees which are payable to the instructor at the beginning of class for some courses)

Total Fees: ____________

Three Ways to Register:

1. By mail: CE Excursions Registration, MCC, Great Path, MS #16, P.O. Box 1046, Manchester, CT 06045-1046
2. By Fax: using a MasterCard or VISA: (860) 512-2801
3. In person: at the Continuing Education office, LRC B147

☐ Check or money order (#______) enclosed.

Make check or money order payable to MCC.

I authorize the use of my MasterCard ☐ VISA ☐

cardholder name (print) ________________________________________________________________________________________________________________________________________________
cardholder signature ________________________________________________________________________________________________________________________________________________

credit card # __________________________________________________________________________________________ expiration date (month/year) __________
cardholder address __________________________________________________________________________________________
cardholder phone number (W) ______________________________________________________________________ cardholder phone number (H) ____________________

Office Use Only Regis. Conf. Receipt #

www.mcc.commnet.edu 60 Continuing Education (860) 512-2800
The mission of Excursions in Learning is to provide enrichment opportunities for gifted and high achieving students in the elementary and middle grades.

Who: Students in grades K-8 who have a particular interest or want to explore a new topic through activity-oriented courses are invited to attend.

When: All classes will meet from 9 a.m. to noon on Saturdays in February (3, 10, 17, 24.)

Where: All classes are held on the campus of Manchester Community College.

Acceptance:
1. Registration is open on a first-come, first-served basis.
2. Parents will receive official confirmation of class placement and room locations.
3. If your child’s first or second choice class(es) cannot be accommodated, you will be notified and your payment will be refunded in full. Other refund conditions follow the policy of MCC’s Continuing Education programs.

Cancellations: MCC reserves the right to cancel or postpone a class and/or substitute instructors as needed due to unforeseen circumstances. If MCC cancels a course, registrants may transfer their fees to another course for the same semester, or receive a full refund. If a course is cancelled, registrants will be notified by phone or mail.

Postponements & Make-Ups:
Classes postponed by instructor’s request or extreme weather conditions will be made up on March 3, 2007. Even if you have the slightest doubt, please call the College at (860) 512-3000, check our website at www.mcc.commnet.edu, or listen to WTIC, WRCH or WZMX for cancellations due to weather.

Cost: Each one-session class costs $35. Classes that are two sessions will be $70. Some classes have an additional materials fee.

Kid Tested—Kid Approved! Consumer Product Technology
Put your science and math skills to work by testing consumer products. Discover the best bubble gum, the most effective lip balm, and the most powerful sports drinks. Using the testing strategies of Consumer Reports, you can determine which products are the best to buy. Hands-on science experiments and creativity will help you to design and test your own products at work in the real world.
CRN #11422 1 Saturday, 2/3, 9 a.m.-noon
MCC Bldg. LRC B213 Fee: $35
Instructor: Carrie Ann LoSpada

Power House (Grades 5-8)
See course description on page 62.
CRN #11423 2 Saturdays, 2/3-2/10, 9 a.m.-noon
MCC Bldg. AST C107 Fee: $70
Instructor: Odell Glenn

Viva Italia (Grades 4-6)
Travel back in time to the wonders of the Italian Renaissance. Do a drawing or painting in the style of Giotto or Leonardo. Travel back once more to experience life in ancient Roman times. Along your journey, we’ll learn basic Italian phrases. Ciao!
CRN #11409 1 Saturday, 2/3, 9 a.m.-noon
MCC Bldg. V1 V101 Fee: $35
Instructor: Iris Van Rynbach

Make Your Own Computer Game I
Use shareware to create a computer game you can show off as you play with friends and family. Make different types of games where you select the graphics and design your own game layout. Take your games home to continue development on your own. No programming or gaming experience required.
CRN #11416 1 Saturday, 2/3, 9 a.m.-noon
MCC Bldg. LRC B222 Fee: $35
Instructor: Catherine Seaver
Media Messages: Visual Culture
This class focuses on the visual culture of our society. Learn how technology, logos, billboards and even signs in the shopping mall influence our culture. You’ll create new logos for popular stores and your own magazine ads.
CRN #11421 | Saturday, 2/3, 9 a.m.-noon
MCC Bldg. LRC B218 Fee: $35
Instructor: Chris Buonacquisto

Power House (Grades 5-8)
Your generation will live in “smart houses” which harness energy efficient modes. Take a first step toward this up-and-coming technology in this two-session course. Come investigate various alternatives through hands-on projects such as solar cookers and panels, greenhouse models and sail cars which harness energy with wings and sails. Get “smart” now! A materials fee of $6 is payable to the instructor at the beginning of class. Class size is limited to 10.
CRN #11423 | Saturdays, 2/3-2/10, 9 a.m.-noon
MCC Bldg. AST C107 Fee: $70
Instructor: Odell Glenn

Viva Italia (Grades 4-6)
See course description on page 61.
CRN #11409 | Saturday, 2/3, 9 a.m.-noon
MCC Bldg. V1 V101 Fee: $35
Instructor: Iris Van Rynbach

FEBRUARY 10
(For students in grades K-2)

Discovering Ancient China (Grades 2-4)
Come spend the morning in ancient China! Step into the shoes of a Chinese soldier who helped to build the Great Wall, or the slippers of a Chinese child as (s)he played traditional games and practiced calligraphy. Learn about the worm that transformed Chinese culture and the art of Chinese architecture. Last but not least, join us to celebrate the Chinese New Year!
CRN #11479 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. AST D213 Fee: $35
Instructor: Amanda Doyle

From Trilobites to T.Rex (Grades 1&2)
Six hundred million years! That’s how long plants and animals have been living on earth. How do scientists learn about life that occurred so long ago? Become a paleontologist as we study real fossils and make some pretend ones. We’ll find out about some of these fantastic creatures—some huge and scary, some strange, but all interesting!
CRN #11456 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. LRC B144 Fee: $35
Instructor: Susan Harrington

Stop Thief—The Case of the Borrowed Bear
Use your best science and reasoning skills to solve the mystery of who stole Mr. Bear. You will investigate a crime scene and perform forensic science tests to determine the answer to this mystery. Don’t forget your magnifying glass!
CRN #11480 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. LRC B213 Fee: $35
Instructor: Carrie Ann LoSpada

FEBRUARY 10
(For students in grades 3-5)

Carving Animal Spirit Totems
Indians used totems as a link between themselves and the natural world. Take your inspiration from the native cultures of the American Northwest. Choose a favorite animal from that region and use simple tools to carve balsa wood into a personal objet d’art. Color will bring it alive and sealer will preserve your totem.
CRN #11411 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. AST D110 Fee: $35
Instructor: Ayanna Spears

Discovering Ancient China (Grades 2-4)
See course description this page.
CRN #11479 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. AST D213 Fee: $35
Instructor: Amanda Doyle

Say Cheese (Grades 4-6)
In this culinary adventure, we will be investigating one of the oldest foods in the world, cheese. The science of cheese is fascinating. How does liquid milk get transformed into a yummy solid? Is that really mold living in some cheeses? We will make our own cheese, taste a few New England cheeses, and finish the course with an American classic, a Grilled Cheese Sandwich! Please, all pet mice must be left at home! There will be a $3 materials fee payable to the instructor at the start of the class.
CRN #11484 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. Lowe L293 meet at Cheney Dining Room (Lowe L294C) Fee: $35
Instructor: Paul Duva

FEBRUARY 10
(For students in grades 6-8)

Bridges—to Suspend, or Not to Suspend
Bring geometry alive as you explore bridge-building techniques. Engage in problem solving exercises as you use different building materials. Investigate methods of suspension as you design a structure that supports the weight of sand in a suspended bucket. Challenge yourself to engineer your very own prototype of a bridge.
CRN #11463 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. AST C111 Fee: $35
Instructor: Sal Giadone
**Make Your Own Computer Game II**
This course is for students who have completed “Make Your Own Computer Game 1” with GameMaker I. Investigate more advanced game designs, including multi-level and multi-player games. Look at how sprites are created and see how the more advanced programming tools that come with the GameMaker software can be used to enhance the capabilities of the games. Take your games home to continue development.

CRN #11417 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. LRC B222 Fee: $35
Instructor: Catherine Seaver

**Media Messages—Internet Influences**
How does the internet shape our culture? Discover how the internet has evolved. Learn about internet safety and using the internet more effectively. Investigate neologisms, portals and blogs. Is anybody clicking?

CRN #11506 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. LRC B218 Fee: $35
Instructor: Chris Buonacquisto

**Say Cheese**
(Grades 4-6)
See course description on page 62.

CRN #11484 | Saturday, 2/10, 9 a.m.-noon
MCC Bldg. Lowe L293 meet at Cheney Dining Room
(In Low L294C) Fee: $35
Instructor: Paul Duva

**HTML and Web Page Design (Grades 5-7)**
See course description on page 64.

CRN #11413 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. LRC B222 Fee: $35
Instructor: Catherine Seaver

**Instrument Zoo (Grades 1-5)**
Take “note” of the opportunity to hear from the members of the instrument family—woodwind, brass, string and percussion! Multi-talented, musical students from the University of Hartford will demonstrate special sounds “in concert,” then allow you to try a variety of instruments. Toot your own horn or beat the drum! We’ll provide the instruments! No experience is necessary.

CRN #11412 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. V2 V127 Fee: $35
Instructors: Hartt School of Music students at the University of Hartford

**Model Rocketry (Grades 5-7)**
See course description on page 64.

CRN #11470 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. LOWE L124 Fee: $35
Instructor: Steve Maynard

**Tooling Around with Art**
Have you ever created a painting using Q-tips™? Has your thumb ever been your main art tool? What types of tools do you think famous artists use? With these fun and exciting hands-on projects, you will learn new and different tools to create with, as you learn how artists make art. Bring home a wide variety of objets d’art.

CRN #11481 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. AST D110 Fee: $35
Instructor: Tina Mirto

**Bones ‘R Us**
How do bones support your muscles and skin? How many different kinds of bones are there? Which are the longest and shortest bones in your body? Find out real, “bone-ified” facts about your skeleton. Make, break, and splint bones (not your own!) in the MCC’s Surgical Technology Program’s mock operating room!

CRN #11504 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. LRC B123 Fee: $35
Instructors: Holly Jacobs and Richard Clark

**Instrument Zoo (Grades 1-5)**
See course description on page 7.

CRN #11412 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. V2 V127 Fee: $35
Instructors: Hartt School of Music students at the University of Hartford

**Violent World of Plants**
(Grades 2-4)
Strangle, smother, stab and poison! Uncover a world ripe with these techniques of destruction. You’ll discover the secret weapons of extermination hidden under the guise of the peaceful New England woodlands, the sun-baked Arizona deserts, and the damp, lush world of the Amazon rain forest. Learn how animals are forced to adapt to a world of constantly evolving plant weaponry. Create your own “super plant” equipped with its own unique arsenal of weapons for survival.

CRN #11466 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. AST C210 Fee: $35
Instructor: Winthrop Ford
Spring 2007 Excursions in Learning

**FEBRUARY 17**
(For students in grades 6-8)

**Get Movin’ on Your Computer**
Create web animations on your PC with Flash. Learn the basics of putting words and pictures in motion, then “move on.” Challenge your creativity as you hone your Flash skills. Bring a CD-R to burn so you can share a “flash” back to enjoy with family and friends. Basic computer skills are helpful.
CRN #11415 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. AST D211 | Fee: $35
Instructor: Richard Hoyer

**HTML and Web Page Design**
(Grades 5-7)
Learn how to write HTML code in order to develop your own web page. Coding will include colors, graphics, fonts, and other multimedia. Learn important techniques to create a friendly and informative web page as well as how web pages work on the Internet. Take your web page home to continue development. No programming or web page design experience required.
CRN #11413 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. LRC B222 | Fee: $35
Instructor: Catherine Seaver

**Media Messages—Tune In, Television in My Life**
Learn about the history of television and its impact on our society. What defines a “celebrity?” What is “real” on TV? How does TV violence impact our lives. You’ll never watch TV programs in the same way!
CRN #11507 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. LRC B218 | Fee: $35
Instructor: Chris Buonacquisto

**Model Rocketry (Grades 5-7)**
A great way to investigate space flight and aerodynamics is to build your very own model rocket. Learn about propulsion systems and why rockets fly. Count down to your launch time. See your rocket soar and parachute back to earth. The local CATO Rocketry Club will assist in the launch. A materials fee of $7 is payable to the instructor at the beginning of the class.
CRN #11470 | Saturday, 2/17, 9 a.m.-noon
MCC Bldg. LOWE L142 | Fee: $35
Instructor: Steve Maynard

**ANIMAL SPIRIT MASKS**
Are you an animal lover? Use your pet, a favorite animal or a combination of animals with qualities you admire as the inspiration for a “spirit mask.” Start with a pulp paper mask base, paint it, and then add features to magnify its power—ears for sharp hearing, a snout for a special sense of smell, or a tongue to speak magical words. Add some finishing touches—beads, feathers and any found objects from home. Share your mask and the stories it could tell with your classmates.
CRN #11475 | Saturday, 2/24, 9 a.m.-noon
MCC Bldg. AST D110 | Fee: $35
Instructor: Ayanna Spears

**FEBRUARY 24**
(For students in grades K-2)

**Animal Spirit Masks**
Are you an animal lover? Use your pet, a favorite animal or a combination of animals with qualities you admire as the inspiration for a “spirit mask.” Start with a pulp paper mask base, paint it, and then add features to magnify its power—ears for sharp hearing, a snout for a special sense of smell, or a tongue to speak magical words. Add some finishing touches—beads, feathers and any found objects from home. Share your mask and the stories it could tell with your classmates.
CRN #11475 | Saturday, 2/24, 9 a.m.-noon
MCC Bldg. AST D110 | Fee: $35
Instructor: Ayanna Spears

**BH 101—Bear Hair Basics**
Why do scientists need grizzly bear hair? We’ll create quite a stink when we mix the same ingredients scientists use to attract grizzlies. Once the grizzly arrives, find out how its hair is collected. Then discover the secret in the hair – the DNA structure. View a super-sized model of DNA and construct a little one of your own. As scientists, we’ll get answers by reviewing sample lab results from black bears and grizzly bears. See how your research “bears” out.
CRN #11442 | Saturday, 2/24, 9 a.m.-noon
MCC Bldg. LRC B209 | Fee: $35
Instructor: Linda Zajac

**Science in Your Toy Box (Grades 2-4)**
(For students in grades 2-4)
Learn basic building techniques as you assemble a real scale model of a car or airplane. Discover how designers use scale models to envision a product design in prototype in order to identify any problems before the product goes into production. A model kit and cement tube are included.
CRN #11471 | Saturday, 2/24, 9 a.m.-noon
MCC Bldg. LOWE L142 | Fee: $35
Instructor: Steve Maynard

**Science on Wheels—The BioBus Experience (Grades 5-8)**
See course description on page 65.
CRN #11483 | Saturday, 2/24, 9 a.m.-noon
MCC Bldg. LRC parking lot, on the bus | Fee: $35
Instructor: The BioBus Staff
Space Mission

3 ... 2 ... 1 ... blast off! Become an astronaut exploring the universe, when you play “The Great Solar System Rescue,” a computer simulation exploring the challenges of being a part of the space station team. Use your creativity for some “out-of-this-world” art projects.

“All Systems Go” on February 24th!
CRN #11464 1 Saturday, 2/24, 9 a.m.-noon
MCC Bldg. AST D218 Fee: $35
Instructor: Amanda Doyle

Digital Photography

Learn how to control, point, and shoot digital cameras to create a special project. Load images into a computer and learn the basics of Adobe PhotoShop, the premier photo imaging/editing software program. A digital camera is required. If you don’t own one, please let us know when you register so we can reserve one from our library.

CRN #11420 1 Saturday, 2/24, 9 a.m.-noon
MCC Bldg. AST D211 Fee: $35
Instructor: Richard Hoyer

Science on Wheels—
The BioBus Experience (Grades 5-8)

Climb aboard Connecticut’s mobile science laboratory. You’ll investigate the theft of a well-known piece of artwork. Conduct lab experiments to analyze a paint chip from the original in order to detect a forgery. Use electrophoresis, a technique to separate molecules based on size and charge, to solve the “Art of Forgery.” Parents of children attending the class are invited to attend at no additional fee.

CRN #11483 1 Saturday, 2/24, 9 a.m.-noon
MCC Bldg. LRC parking lot, on the bus Fee: $35
Instructor: The BioBus Staff

Manchester Community College (MCC) Campus

Lowe Building:
Admissions/Registrar’s Offices
Athletics/Fitness Center
Bookstore
Center for Student Development
Classrooms/Faculty Offices
Great Path Academy
Student Activities/Senate

Village:
Buildings V1, V2, V3, V4, V5, V6

Learning Resource Center:
Classrooms/Faculty Offices
Computer Science Labs
Continuing Education
Educational Technology Services
Health Career Labs
Library
TV Studio

Arts, Sciences & Technology Center:
Auditorium
Classrooms/Faculty Offices
Chemistry/Physics
Engineering
English
Fine Arts
Mathematics
Photography
CREDIT-FREE REGISTRATION INFORMATION

Register Early
Enrollment in classes is limited and will be accepted on a first-come, first-served basis. Classes may fill quickly; early registration ensures you a seat and also decreases the likelihood that a course will be cancelled.

Confirmations
No written confirmations are mailed. Registrants will be contacted by MCC only if a course cancels or if classrooms, meeting times or dates change.

Course Locations
Courses are held in classrooms at MCC or the East Hartford Community Cultural Center (EHCCC), unless otherwise indicated in the course descriptions. Please see maps on pages 3, 50 and 65 for directions.

Free Parking
Parking is free at MCC. You may park without a permit in Lots B or C. A permit is required to park in staff or handicapped spaces. For parking lot locations, see Campus Map on page 65. Parking is also free at EHCCC.

Weekend Restrictions
Lot B is closed on Saturdays and Sundays. Weekend parking is permitted in Lot C only. Enter through the AST building and proceed to your scheduled building/classroom.

Postponements & Make-Ups
Classes postponed by instructor’s request or extreme weather conditions will be made up whenever possible. Please call the College’s main line, (860) 512-3016, visit the College web page: www.mcc.comnnet.edu., or listen to WTIC, WRCH or WZMX for cancellations due to weather conditions. You may not make up absences by attending classes other than your own.

Cancellations
MCC reserves the right to cancel, postpone and substitute instructors as needed due to unforeseen circumstances. If MCC cancels a course, registrants may transfer their fees to another course for the same semester or receive a full refund. If a course is cancelled, registrants will be notified by phone or mail.

Class Supply List
If the class for which you are registering requires supplies (see course description), your supply list will be mailed to you prior to class start. If you have not received your list one week before the scheduled class start, call the Continuing Education office at (860) 512-2800, or stop by the office in the Learning Resource Center (LRC) Room B147 to pick one up.

Bookstore Hours (Spring Hours)
Required textbooks can be purchased at the MCC Bookstore located on the first floor of the Lowe Building.
- Mon .......................... 9:00 a.m. - 4:00 p.m.
- Tue .................................. 9:00 a.m. - 7:00 p.m.
- Wed .................................. 9:00 a.m. - 4:00 p.m.
- Thu .................................. 9:00 a.m. - 4:00 p.m.
- Fri .................................. 9:00 a.m. - 12:00 p.m.
- Sat & Sun .......................... Closed

The Bookstore will be closed whenever the College is closed.
For more information, call (860) 645-3140 or visit their website at: www.mctc.bkstr.com

Refund Policy for Credit-Free Courses
There is a minimum enrollment for all Credit-Free courses. Classes with insufficient enrollment will be cancelled. If a course is full or cancelled, you will be notified by phone, mail or email before the starting date. If the College cancels a Credit-Free course, students will receive a full refund.* In order to drop a Credit-Free course and receive a refund*, you must submit a written request to the Continuing Education Office no later than three business days prior to the first scheduled class meeting. It is your responsibility to call Continuing Education to verify that your request for a refund was received. If you fail to call, and we have no record of your request, you are ineligible for a refund. Refund checks are issued by the State Comptrollers’ Office and take approximately four to six weeks to process. Requests for refunds may be made:
- In person: LRC B147
- By fax: (860) 512-2801
- Or mail: Continuing Education, MS #16, MCC, P. O. Box 1046, Manchester, CT 06045-1046

No refunds will be issued after the allowable drop period.
There are no exceptions regardless of circumstances.
* The college does not keep student credit card information on file. If you paid for a class with a credit card and would like to have your credit card account refunded, you will need to provide us with your account number and expiration date. Otherwise, you will automatically be mailed a refund check.

Special Note to Students
Full payment is due upon registration. If you register and do not pay, you will be billed for the course(s). If you wish to drop a course, you must do so no later than three business days prior to the first scheduled class meeting, or you will be billed for the course(s).

WEB REGISTRATION
for Credit-Free Courses
Returning students may now register online using a MasterCard or Visa.
If you are a returning student and know your Banner ID* here’s how to register online**:

- Go to www.online.commnet.edu
- In the “Secured Information” area click “Login”
- Enter your User ID/Banner ID, which is “@” followed by your eight-digit ID number**
- Enter your PIN or Password—Your PIN is your date of birth entered as “mmddyy” (You will be prompted to change your PIN when you login)
- Select “Manchester CC”
- Follow instructions for registration and payment

Online registration for the Motorcycle Program is not permitted.
* Banner ID numbers will be mailed (upon request) to all returning students and cannot be given out over the phone.
** Please choose your course(s) in advance and have the correct CRN number(s) handy when you register online.

Please call 512-3220 for more information about Web registration or to request your Banner ID.

Manchester Community College is committed to access and equal opportunity. Should you require special accommodations in order to participate in any of the programs offered, please contact Services for Students with Disabilities at 860-312-3312. Alternative formats of this material may be provided upon request. MCC does not discriminate against any individual on the grounds of race; color; national origin; ancestry; sex; sexual orientation; age; religion; political beliefs; mental, learning or physical disability; marital or veteran status; or prior conviction of a crime. The College reserves the right to make any necessary changes in the information listed in this publication. 12/06, 69M, Resource: CE/VS

Catalog Layout: Valerie Scott
5 easy ways to register for Credit-Free courses
Please complete and submit this entire page.

1. **By Mail**
   Complete a registration form (one person per registration form, please). Pay by check, money order, MasterCard or VISA.
   Mail entire page with full payment to:
   
   **Continuing Education Registration, MS #13**
   Manchester Community College
   Great Path
   P.O. Box 1046
   Manchester, CT 06045-1046

2. **In-Person**
   At the Registrar in the Lowe Building. Pay at the Cashier's Office by cash, check, money order, MasterCard or VISA. Please use the night drop box after hours.

3. **By Fax (860) 512-3221 (24 hours)**
   Complete a registration form, using your MasterCard or VISA. Please call (860) 512-3220 to confirm that your fax was received.

4. **By Phone (860) 512-3232**
   Call (860) 512-3232 between 9 a.m. and 4 p.m., Monday-Friday, using MasterCard or VISA only.

5. **Register Online**
   Returning students, go to: [www.online.commnet.edu](http://www.online.commnet.edu) (using MasterCard or VISA). For details see page 66 or call (860) 512-2800.

No written confirmations are mailed. Registrants will be contacted by MCC only if a course cancels or if classrooms, meeting times or dates change.

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### MCC Credit-Free Course Registration

Print clearly in ink. Register one person per form. Photocopy form as needed.

<table>
<thead>
<tr>
<th>Banner I.D. #</th>
<th>Soc. Sec. No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(If known)</td>
<td>(M)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name (Last) (First) (M)</th>
<th>Email address</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Home Address (Number and Street)</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
</table>

| Tel. (Home) (Work) (Cell) |  |

Be sure to include both a day and evening phone number in case we need to inform you of a scheduling change or cancellation.

<table>
<thead>
<tr>
<th>Birth Date</th>
<th>Sex</th>
<th>Today's Date</th>
</tr>
</thead>
</table>

Resident Information

**ARE YOU:**

- (Check applicable)
- A CONNECTICUT RESIDENT FOR 1 YEAR? [ ] YES [ ] NO
- PERMANENT RESIDENT (Registration Number)

COUNTRY OF ORIGIN

<table>
<thead>
<tr>
<th>CRN #</th>
<th>Course Title</th>
<th>Start Date</th>
<th>Time</th>
<th>Room</th>
<th>Fee</th>
</tr>
</thead>
</table>

Make check or money order payable to "MCC".

<table>
<thead>
<tr>
<th>Credit Card #</th>
<th>Fees (total enclosed)</th>
</tr>
</thead>
</table>

Cardholder name (print)

Cardholder signature

Relationship to student

Cardholder Address

Cardholder phone Exp. Date (mo/yr)

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**REFUNDS**

Refunds are issued only for Credit-Free courses that MCC cancels, or if a written request is received three (3) business days prior to the first scheduled class meeting. Regardless of circumstances, no exceptions will be considered. See details on page 66.

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**Office Use Only**

Regis. Special Receipt # Date
Boating Safety
To obtain a CT Certificate of Personal Watercraft/Safe Boating
Saturday and Weekday Evening Classes Available
See Recreation section on page 35

Get Literary this Spring
Check out the Writing, Literature & Publishing section on pages 56-58

Motorcycle Rider Program
Directed by the CT Department of Transportation
Focus on street strategies and survival skills
Classes run from March through October
Call (860) 512-3004, Option #2, ext. 8705
For Registration Packet and Schedule
www.mcc.commnet.edu/motorcycle.htm

Preparation for CT Licensing Exam
- Principles and Practices of Real Estate
  (Now offered in three locations: MCC, East Hartford, and Hebron)
- Real Estate Appraisal I & II
- Real Estate Law
See Real Estate section on page 53

Excursions in Learning Children’s Program
Spring Excursions 2007
February 3, 10, 17, 24
See pages 60-65