

Spring 2008

Credit-Free Courses

Continuing Education

Classes Beginning February-May



MANCHESTER
COMMUNITY
COLLEGE



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Continuing Education

General Information & Catalog Requests.... (860) 512-2800

Credit-Free Programs.....(860) 512-2800

Director, Ann Bonney abonney@mcc.commnet.edu

Prog. Assoc., Stephen Campiglio.... scampiglio@mcc.commnet.edu

Sec. II, Jessie Bradley jbradley@mcc.commnet.edu

Ed. Asst., Steve Starger..... sstarger@mcc.commnet.edu

Credit-Free Phone-In Registration.....(860) 512-3232

8:30 a.m. – 4:30 p.m., Monday – Friday Mastercard or VISA

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

Coordinator, Bruce Manning bmann@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

Coordinator, Susan Meisler smeisler@mcc.commnet.edu

Offering courses for high-achieving, academically motivated children

Credit Extension Courses

Dean, Melanie Haber mhaber@mcc.commnet.edu

College by Design, Winter/Summer credit extension courses

Sec. II, Gloria Moeller gmoeller@mcc.commnet.edu

COVER ART: "BUTTERFLIES"

by Maura O'Connor

(see course listing on page 48)

NEW

What's Your Subject?

We've added nearly 70 new courses for the spring session.

Highlights include:

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BRIDGES TO HEALTH CAREERS SCHOLARSHIPS

Through the "Bridges to Health Careers Scholarships" from the U.S. Department of Labor [USDOL Grant # CB-15923-07-60-A-9], MCC's Division of Continuing Education is able to award partial scholarships to eligible students for the following Allied Health programs:

- Certified Nurse Aide (CNA) Training
- Emergency Medical Technician (EMT) Training
- Pharmacy Technician Certification Training

These scholarships are on a first-come, first-serve basis, with a limited number of scholarships awarded per program. Please be sure to ask about the scholarship when registering for these programs.

Scholarship eligibility requirements:

Scholarships may be available for:

- low income
- minority
- English-as-a-second-language students

Scholarship awards are toward partial payment of tuition only.

Applications must be submitted at the time of registration.

For information regarding Allied Health programs and scholarship applications, please call the Division of Continuing Education at (860) 512-2800.

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. Please bring a calculator to class. Approximately three to six hours of clinical experience outside the course is mandatory and will be coordinated with the student. The course fee includes the textbook, but does not include the PTCB exam fee, nor will the exam be given at MCC; please check the PTCB web site for more exam 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. In addition, 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 #11454 20 sessions, Tuesdays & Thursdays, 2/19-4/24, 6-9 p.m.

MCC Bldg. Lowe L142 Fee: \$639

Instructors: Members of the Connecticut Pharmacists Association

Emergency Medical Technician (EMT) Training

This course prepares students for the Connecticut State-certified EMT examination and provides them with entry-level skills needed to work as an EMT. The 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. Students must attend at least 130 hours, achieve a course score of 70 or above, and be recommended by the instructor to sit for the State exam. Students will schedule 10 additional hours to ride with an ambulance crew. **All classes meet at South Windsor Ambulance Corp., 151 Sand Hill Road, South Windsor.**

Required textbook: AAOS (American Academy of Orthopedic Surgeons, 9th Edition, available from instructor for approximately \$80.

- Those with prior college experience may 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 only (until the class fills) from 10 a.m.-noon, MCC Bldg. LRC B149. No appointment is necessary; ask for Ann Machin. Please bring high school diploma or GED to testing site.
- Tuition of \$350 is due at time of registration. Financial aid may be available for qualified students (see advertisement on this page).

CRN #11465 40 sessions, Mondays & Wednesdays, 1/23-5/28 (does not meet 2/18 or 5/26), 7-10 p.m. & 5 Saturdays, 7 a.m.-4 p.m., Dates TBA. **Classes meet at South Windsor Ambulance Corp., South Windsor**

Fee: \$350

Instructor: Larry Gorman, EMSI

Certified Nurse-Aide (CNA) Training

**WIA
Approved***

The Certified Nurse-Aide Training program is designed to prepare students with entry-level skills needed to work as a CNA. The program provides classroom and practical skill instruction at MCC, and clinical experience at a nursing facility to be announced. A recent physical exam and TB test are required. Students must attend at least 100 hours and achieve a passing grade of 70 or above to sit for the State exam. Required textbook: Basic Skills for Nursing Assistants in Long-Term Care, Sorrentino, available at MCC Bookstore for approximately \$70.

- Those with prior college experience may 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 only (until the class fills) from 10 a.m.-noon, MCC Bldg. LRC B149. No appointment is necessary; ask for Ann Machin. Please bring high school diploma or GED to testing site.
- Tuition of \$600 is due at time of registration. Financial aid may be available for qualified students (see advertisement on this page).

CRN #11466 24 sessions, 14 Tuesdays, 2/5-5/13 (includes one snow date), 6-10 p.m. **MCC Bldg. LRC B125**; 8 Saturdays, 3/8-5/10 (does not meet 3/22; includes one snow date), 7 a.m.-3:30 p.m. at TBA; and 2 Tuesdays, 4/15-4/22, 7-8 p.m. **MCC Bldg. LRC B222 Fee: \$600**

Instructor: Beverly A. Jones, R.N.

* Workforce Investment Act funding may be available for unemployed, recently downsized, or underemployed persons. For more information please contact CT Works One-Stop at: www.ctdol.ct.us

- Upon completion of the course, approximately \$100 will be due when you apply to take the Connecticut State Certification Exam. The instructor will keep you informed of testing dates.
- Please note: your certificate will be printed with your name as it appears on your registration form.

For more information about these courses, the reading tests, waivers, or to request copies of fliers or registration forms, please call Ann Machin, the CNA/EMT Coordinator, at (860) 512-2805, or email her at amachin@mcc.commnet.edu or call (860) 512-2800, the Continuing Education Info Desk.

Allied Health

Health Career Opportunities for the Year 2010 and Beyond!

Health-care occupations rank among the top 50 fastest growing, most desirable jobs in today's market. Explore the many opportunities that are considered valued health-care professions, and which are taught at MCC. We will work with you to develop a personal profile and assist you in matching your strengths and interests with an appropriate health-care field. If you have ever thought about becoming a health-care professional, come and explore your options. A new role in health care can be yours sooner than you think!

CRN #11861 1 Tuesday, 4/1, 6-8 p.m. **MCC Bldg. LRC A108** Fee: \$10
Instructors: MCC faculty members **Joan Jakiela**, Therapeutic Recreation and Gerontology; **Martha Nieman**, Occupational Therapy; and **Kathleen Grove** and **Donna DeMarco**, Business Office Technology.

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 #11864 2 sessions, Tuesday & Thursday, 5/27-5/29, 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.

Fact versus Fiction: What Foods Are Right for You?

If you're totally confused by the mountains of information, pro and con, about the many diets in the news today, maybe it's time you got some straight information. This informative class, taught by a naturopathic physician, will allow you to do just that. Learn what a non-inflammatory diet is and whether the foods popular in today's culture fit the bill. Learn what carbohydrates are really all about and whether any can be termed "good carbs." Find out which protein is helpful to your health; how much fiber your diet should include; and what fats are needed for a healthy body. Once you separate fact from fiction, you'll be well on your way to a healthier you.

CRN #11884 1 Thursday, 3/27, 7-9 p.m. **MCC Bldg. AST T404** Fee: \$15

Instructor: **Dr. Marie Mammone** is a naturopathic physician who practices in Wethersfield. She has been involved with family nutrition for more than 20 years.

Eating for Energy

Would you like to rival the energizer bunny that keeps going, going, going? This course will help you do just that. Bring maximum energy into your life through the right choices of primary and secondary foods. Learn what nutritional and lifestyle choices can keep your mind and body functioning at their peak. You will also learn how to battle the "sugar blues"—what sugar really is, what various effects it can have, and how to permanently change your relationship with sugar.

CRN #11865 2 Thursdays, 4/3-4/10, 7-9 p.m. **MCC Bldg. LRC A108** Fee: \$25

Instructor: **Sandra Cloutier** earned her Ph.D. in educational administration at the University of Connecticut and trained as a holistic health counselor at the Institute for Integrative Nutrition. In 2006 she founded Pathway to Wellness, where she serves as a health counselor and wellness coach for healthy lifestyles.

NEW How to Navigate the Supermarket for Healthy Selections

Take a walk through the treacherous landscape of the American supermarket, with all of its hype and competing health claims. This class will guide you in making healthy selections, as you navigate through the confusion of which foods are really good for you, and even more importantly, which ones to avoid. Topics will include an overview of the supermarket business; the produce, dairy and meat sections; the cool, frozen and processed food aisles; the beverage aisles; and the special sections, such as baby food, supplements and health food; and the bakery. Educate yourself to the foods you buy and eat—you owe it to yourself and your family!

CRN #11872 1 Thursday, 4/17, 7-9 p.m. **MCC Bldg. LRC A108** Fee: \$15

Instructor: **Sandra Cloutier**



Of Similar Interest

- Body, Mind & Spirit courses on pages 10-13
-

NEW Build and Stretch Your Own Canvas

Dismayed with growing art supply costs? Join this master artist in learning how to customize your own high-quality and economical canvas. Students will get plenty of practice during this one-day workshop, working as a group to construct one 36" x 36" (or smaller) canvas per student. A materials list will be sent prior to class; tools will be provided.
CRN #11674 1 Saturday, 3/15, 9 a.m.-1 p.m. **EHCCC Room 5**
CRN #11675 1 Saturday, 5/17, 9 a.m.-1 p.m. **MCC Bldg. AST D132**
 Fee: \$25

*Instructor: **Balam Soto** creates paintings, murals, and installations in a unique and dynamic style of modern art. A Mayan artist originally from Guatemala, he incorporates familial traditions of shamanism into his artwork and his teaching. He exhibits widely in fine art galleries and has directed several public mural projects. He is the owner of the Balam Soto Studio in Hartford and the webmaster of www.balam.us.*



Murals by Balam Soto

NEW Introduction to Murals

Create your own portable mural under the guidance of a master artist. Enjoy the artistic exchange and support that large mural projects offer, while developing and realizing your own artistic vision. Each student will conceptualize an individual 4' x 6' mural, and then as a team we will stretch and prepare the canvases and actualize the projects. A materials list will be sent prior to class.

CRN #11691 8 Tuesdays, 4/1-5/20, 7-9 p.m. **EHCCC Room 5** Fee: \$99
 Instructor: **Balam Soto**

Introduction to Shamanic Art: Creating from the Heart

Join this Mayan shamanic master 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 two masks and one mixed media painting. You will also learn about the history and cultural significance of shamanism and its continued use in modern-day society. A materials list will be sent prior to class.

CRN #11673 6 Thursdays, 3/6-4/10, 7-9 p.m. **MCC Bldg. AST D105**
 Fee: \$75

Instructor: **Balam Soto**

The Artist and Technology: Create Your Own Online Portfolio

Create a web site and online gallery under the direction of a webmaster and master artist. This class will focus specifically on the needs of visual artists, although the class is open to anyone wishing to create an online gallery of pictures. We will begin with the basics of purchasing a domain name and hosting account, and then create the site using free, open source software. By the second class students will need to have a personal domain name and hosting account, as well as digital images for the gallery. Students will learn how to develop and manage their web site each week and will have a fully functional online portfolio by the end of the course. Students can expect to spend between \$70-\$100 per year for their domain name and hosting costs. Prerequisite: *Students should have some Internet browsing experience.*

CRN #11701 8 Wednesdays, 4/30-6/18, 7-9 p.m. **MCC Bldg. LRC B142**
 Fee: \$175

Instructor: **Balam Soto**

Explorations

NEW in Collage and Mixed Media

Venture beyond the traditional approach to creating imagery, and discover new working methods. Collage is defined as "pasting" objects to a flat surface. Using this form as a springboard, students will create representational and/or abstract studies, while being guided in technical aspects of collage. We will work with varied found materials and give them new life. Paints and other art materials may be used as mixed media when appropriate. We will consider both traditional and non-traditional approaches to creating imagery. Please bring a lunch. A supply list will be sent prior to class.

CRN #11681 2 Saturdays, 2/23-3/1, 10 a.m.-4:30 p.m. **EHCCC Room 5**
 Fee: \$90

*Instructor: **Estelle Laschever** is an accomplished artist and teacher who has works in collections throughout the United States. She has been the recipient of more than 30 awards for her works and has had 16 one-woman exhibitions. Her artwork can be viewed at: www.Lascheverfineart.net.*



Progressions by Estelle Laschever

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 #11678 8 Thursdays, 3/6-4/24, 7-9:30 p.m. **EHCCC Room 5**

CRN #11679 8 Fridays, 3/14-5/16 (does not meet 3/21 & 4/18), noon-2:30 p.m. **EHCCC Room 5**

Fee: \$150

Instructor: **Estelle Laschever**

Drawing Fundamentals and Beyond

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 an organic nature. The primary concern throughout the course will be on composition, as well as the use of varied values in defining three-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 #11682 8 Fridays, 3/14-5/16 (does not meet 3/21 & 4/18), 9-11:30 a.m. **EHCCC Room 5** Fee: \$150

Instructor: **Estelle Laschever**

Art & Crafts

NEW Color Theory for Colored Pencils

You will learn the basics of color theory as it applies specifically to colored pencil. You will explore the physical properties of color (hue, intensity, value, and temperature) and how to mix color with colored pencil, including near-complementary mixes. Come learn how to increase your color sensitivity; create effective color; evoke mood and emotions; delineate form; reinforce three-dimensional modeling; and develop spatial relations. Students should bring the following materials to class: a drawing pad (Strathmore 400 series or Stonehenge); a full set of Prisma Colored Pencils; 2B drawing pencils; a ruler; and a compass. Materials will be further reviewed in the first class.

CRN #11697 6 Saturdays, 3/8-4/19 (does not meet 3/22),

10 a.m.-12:30 p.m. **MCC Bldg. AST D109** Fee: \$115

Instructor: Aleta Gudelski earned her post-baccalaureate degree in painting from the Lyme Academy's College of Fine Arts and her Master of Arts and Liberal Studies with a concentration in painting from Wesleyan University. She is an adjunct fine arts instructor at Middlesex Community College, and exhibits her work throughout the state.

Learn to Draw Portraits Using Colored Pencils

In this sequel to Learn to Draw Portraits (but 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 Prisma Color 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 #11696 6 Saturdays, 3/8-4/19 (does not meet 3/22), 1-3:30 p.m.

MCC Bldg. AST D109 Fee: \$115

Instructor: Aleta Gudelski

Figure Drawing

Using live models, 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. 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. Model fees will be divided by the number of participants.

CRN #11703 5 Saturdays, 4/26-5/31 (does not meet 5/24),

10:00 a.m.-1:00 p.m. **MCC Bldg. AST D109** 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.

Of Similar Interest

- Wadsworth Atheneum Museum of Art: Learning to Appreciate Renaissance and Baroque Art on page 25



Watercolor for Beginners

This intensive 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. Participants will explore mixing colors; learn to load and handle brushes; practice wet-on-wet and wet-on-dry techniques and washes; and possibly use 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. Startup costs: approximately \$60. If you already own materials, please bring them to the first class.

CRN #11692 6 Thursdays, 3/13-4/17, 6-8:30 p.m.

MCC Bldg. AST D132 Fee: \$105

Instructor: Christine LaFond, B.F.A. from the University of Connecticut and graduate of the Paier School of Art, has worked in a wide variety of media, including oil painting, watercolor, assemblage, and calligraphy.

Watercolor: The Next Step

This watercolor class is designed for individuals who have some basic watercolor experience and want to improve their techniques in a comfortable and encouraging environment. The first three sessions will give participants an opportunity to polish their present skills and learn new techniques through a selection of creative projects. During the second half of the course, participants will have an opportunity to pursue a personal project. Participants should bring their watercolor supplies, including watercolor pencils, to the first class. A basic list of watercolor supplies is available upon request by calling MCC's Credit-Free Programs at (860) 512-2800.

CRN #11693 6 Thursdays, 4/24-5/29, 6-8:30 p.m.

MCC Bldg. AST D132 Fee: \$105

Instructor: Christine LaFond

Introduction to Drawing

Do you love to doodle and sketch, but find that the end results are not always what you had hoped for? This relaxed and supportive workshop will teach participants how to handle basic drawing materials, while being taught line, shading, composition, and simple one- and two-point perspectives, as well as how to "really look" at a subject. Whether your interest is still life, portraiture, figure drawing, or landscape, you will need basic drawing skills, and this course will help you get them! You will also learn a few "tricks of the trade" to help you along in your drawing projects. Together we will nurture your creative spirit. Materials fee: \$26, payable to instructor at first class, for a drawing pad, pencils and erasers.

CRN #11683 8 Tuesdays, 3/11-4/29, 6-8:30 p.m. **MCC Bldg. AST D132** Fee: \$140

Instructor: Christine LaFond

Introduction to Calligraphy

You don't have to be an artist to enjoy the art of "beautiful writing." You will be introduced to three calligraphic type styles—Chancery Italic, Gothic, and Uncial. Add a flourish by lettering your scrapbooks, family trees, invitations, place cards, and greeting cards. Create an art piece of your favorite sayings or verses. No tests or exams! Just come, relax, and have some fun while learning calligraphy. Materials fee: \$5 payable to instructor for pen and paper. Other optional supplies will be discussed in class.

CRN #11672 8 Wednesdays, 3/12-5/7 (does not meet 4/16),

9:30-11:30 a.m. **EHCCC Room 5** Fee: \$110

Instructor: Christine LaFond

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 imaginative, 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, for rice paper, bamboo brush, and ink. Please bring your lunch.

CRN #11731 1 Saturday, 3/8, 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.

NEW Learning from the Masters: Part IV

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 continuation of the *Learning from the Masters* series (although Parts I-III in the series are not a prerequisite), participants will study and copy the work of five more great artists: Giotto, Goya, Pissaro, Chagall, and Kahlo, 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 supply list will be discussed.

CRN #11699 5 Mondays, 3/3-3/31, 7-9 p.m. **EHCCC Room 5** Fee: \$75
Instructor: *Jacqueline Peterson* is a University of Hartford graduate who exhibits her work widely and teaches in the Hartford area.

NEW Springtime Pastels

Capture the beauty of spring with the versatility of pastels. Using this colorful medium we will focus on the early spring landscape and explore composition, color, values and shapes to create finished paintings. Beginning and intermediate students are welcome. Please bring a sketchbook and pencils to the first class; a supply list will be discussed at that time.

CRN #11684 4 Saturdays, 3/29-4/19, 9 a.m.-noon **EHCCC Room 5**
Fee: \$90

Instructor: *Jacqueline Peterson*

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. Materials fee: \$3 for painting tool and supplies.

CRN #11721 1 Saturday, 5/3, 10 a.m.-3:30 p.m. **EHCCC Room 5**
Fee: \$35

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.

Precious Metal Clay for Beginners: Creating Silver Jewelry

Craft fine silver jewelry as though you're playing with clay. No prior artistic or metals experience necessary. Create at your own pace with this exciting new material that combines the pliability of clay with the elegance and permanence of precious metal. The 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: \$68.50 for one package of PMC+; use of the kiln and tools; molding, finishing, and polishing supplies; two small gemstones; and appropriate findings. Additional PMC+ and stones will be available for purchase if desired. Price adjustments may be necessary based on the market price of silver and PMC. A materials list will be mailed prior to class.

CRN #11687 4 Wednesdays, 3/12-4/2, 6:30-9:30 p.m. **EHCCC Room 5**
Fee: \$99

Instructor: *Judith E. Goldstein* is a PMC Guild certified teacher and has been a professional metalsmith for more than 30 years. Her contemporary pewter designs in hollowware, jewelry and ritual art have sold in galleries and museum gift shops across the country. Her art has appeared in *Food & Wine* and *Gourmet* magazines.

Silver with a Twist I: 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. Students will have the option of creating more than one piece, expanding a single piece into a necklace, or adding a pair of matching earrings. Materials fee: \$50 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 will be mailed prior to class start.

CRN #11689 1 Monday, 4/14, 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 learning 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. Materials fee: \$50 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 will be mailed prior to class start. Prerequisite: *Silver with a Twist I* is recommended, but students may self-select.

CRN #11690 1 Monday, 4/28, 6-10 p.m. **EHCCC Room 6** Fee: \$35
Instructor: *Judith E. Goldstein*

Art & Crafts

Advanced Precious Metal Clay: Rings and Beads

So you are “hooked” on the excitement and satisfaction of creating fine silver jewelry as though you are playing with clay! Now complete your skill set with rings and beads. Learn to use your “groceries”—bread and cereal—to create supports for hollow core construction in making round, tube, rectangular, and open-weave beads. And then advance to fabulous disc beads with no core. You will also learn several different techniques for creating rings: one-piece, two-piece, and pre-fired construction, as well as how to size for success and strategies for setting stones in rings. Work at your own pace in a supportive environment and learn by demonstration and doing, while using simple tools, which are provided. Based on design size and individual pace, you may expect to complete three to four pieces. Materials fee: \$68.50, payable to instructor at beginning of class, 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 silver and manufacturer’s price. Additional PMC+ and gemstones will be available for purchase, so plan accordingly. A materials list will be sent prior to class. Prerequisite: *Precious Metal Clay I: Creating Silver Jewelry*, or permission of instructor.

CRN #11688 4 Wednesdays, 4/9-4/30, 6:30-9:30 p.m. **EHCCC Room 5**
Fee: \$99

Instructor: **Judith E. Goldstein**

Jewelry Design and Metalsmithing

Come join this fun, hands-on course designed to teach the fundamentals of jewelry making. Learn to saw, file, texture, hammer, and solder silver and copper into wearable jewelry your friends will envy so much that you can give as gifts too. Projects will vary, and students will learn the appropriate techniques for making either a ring, a bracelet, earrings, or a pendant. Students will also be encouraged to explore their newfound skills and create pieces of their own design. No previous experience is necessary. Materials fee: Students can expect to spend from \$15 and up on the metal they select, in addition to a tool list which will be sent prior to class. Materials fee and supply list will be discussed at the first class. Participants must be at least 14 years of age.

CRN #11686 4 Saturdays, 4/12-5/3, 10 a.m.-1 p.m.

MCC Bldg. AST D132 Fee: \$90

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.

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. Samples of this jewelry can be viewed at the instructor’s web site: www.bellefirebeads.com. A supply list will be mailed to students before the first class. Materials fee: \$10.

CRN #11717 3 Mondays, 3/17-3/31, 6:30-8:30 p.m. **EHCCC Room 6**
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.

NEW

Intermediate Wire Jewelry

In this workshop you will be able to refine your jewelry-making skills by learning to craft more intricate designs and findings. Projects will include a variety of hand-forged ear wires, fancy head pins, rings, pins, and fine wire weaving. Samples of this jewelry can be viewed at the instructor’s web site: www.bellefirebeads.com. A supply list will be mailed to students before the first class. Materials fee: \$10. Prerequisite: *Some wire jewelry experience is required*.

CRN #11718 3 Tuesdays, 4/8-4/22 6:30-8:30 p.m. **EHCCC Room 6**
Fee: \$40

Instructor: **Kris Plimpton**

Custom-Made Greeting Cards and Gift Items

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: \$12.50, payable to instructor at first class.

CRN #11698 4 Wednesdays, 4/2-4/23, 6:30-8:30 p.m. **EHCCC Room 5**
Fee: \$40

Instructor: **Lisa Korstanje-Lee**, a graduate of MCC, is a programmer, analyst and consultant by day, and a demonstrator for Stamping Up® by night.

NEW

Tool Sharpening for Woodworkers

Learn to keep an edge on edged tools. This class will teach the basics of tool sharpening for those active or interested in woodworking and woodcarving, or any related craft that uses cutting tools. Good craftsmanship is based on your tool-using proficiency, and so the ability to sharpen your own tools is a vital skill. Students are encouraged to bring any old woodworking tools to this workshop, and the instructor will select several to use for sharpening demonstrations. Students can expect to learn the proper methods for sharpening chisels, gouges, planes, and knives. We will consider the amazing variety of sharpening systems presently available and discuss the basic theory of sharpening as it relates to the shaping and finishing of the cutting surface involved. This is not a lecture but a hands-on workshop—each student will try their own hand at tool sharpening. Attention tool collectors: feel free to bring old or “mystery” tools. The instructor will provide all the necessary equipment. Please note: students should bring eye protection and ear plugs or head phones.

CRN #11715 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. AST D124**
Fee: \$30

Instructor: **Randall Nelson** received his Masters in Visual Art from Vermont College after earning a B.F.A. in sculpture from Pratt Institute. He also served a five-year apprenticeship with the renowned sculptor and woodworker, Toshio Odate. He makes his living doing sculptural restoration on monuments, statuary, and building facades, for which he has won several awards. As an artist, he exhibits widely, and has pieces in both public and private collections.



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Woodcarving by Randall Nelson

NEW Wood Carving for Beginners

This beginner's course is for anyone who wants to learn how to shape wood easily, with applications from simple woodworking to cabinetry to sculpting in wood. The instruction will emphasize several basic elements of "bench carving," including carving from a model, roughing out a form, and letter carving. Students will be expected to work on their individual projects at home, while receiving advice and supervision during class time. There will be a woodworking demonstration by the instructor each week. He will also bring in different tools and related carving materials to discuss with the class. The first class will be devoted to project design. The tool sharpening class offered by this instructor is recommended, but not necessary, for those taking this class. A supply list will be sent prior to class. Students should bring the applicable tools they already own. Those who need to buy all the course materials can expect to pay approximately \$150.

CRN #11716 6 Thursdays, 2/21-3/27, 6-8 p.m. **MCC Bldg. AST D124**
Fee: \$105

Instructor: **Randall Nelson**

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 #11719 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.

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.

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 handmade 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 #11685 3 Wednesdays, 3/5-3/19, 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.

NEW Alive with Possibilities: Flower Arranging for the Home

If it can hold water, you can put flowers in it! Let a professional florist teach you techniques and styles that can be used at home. Each week you will learn to use different styles of containers and flowers to make attractive arrangements for your home, party, or occasion. 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. **The course will meet off-campus at Paul Buettner Florist, 1122 Burnside Ave. (Rt. 44), East Hartford.** Directions will be sent prior to class.

CRN #11795 7 Mondays, 3/10-4/21, 7-9 p.m. 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, and returned in 2006. One of Bob's recent students remarked, "He not only knows his craft; he is an effective instructor, encouraging students to use their creativity."

Henna Body Art Basics

Henna is a safe, natural dye made from the red plant which bears its name. Henna dyes have adorned the skin of men and women since before the time of Cleopatra. Today's Indian brides and some of today's hottest celebrities (e.g., Madonna, Demi Moore, Naomi Campbell) are creating with henna. In this course, learn about henna and how to use it to create intricate, temporary tattoos (henna stains last just two to three weeks). Making henna body art is a fun activity to do with friends and a great project for moms and dads to do with their kids (especially at parties). Participants in this course must be at least 14 years old.

Materials fee: \$6, payable to instructor at first class.

CRN #11768 3 Saturdays, 3/1-3/15, 11:30 a.m.-1:30 p.m.
MCC Bldg. AST C209 Fee: \$60

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 has taught Henna art at MCC for several years.

Body, Mind & Spirit

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. Due to 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.

"The Feldenkrais Method® is the most sophisticated and effective method I have seen for the prevention and reversal of deterioration of function." - Margaret Mead, Ph.D., Anthropologist

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! 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.

CRN #11913 3 Wednesdays, 3/5-3/19, 6-8:30 p.m.

MCC Bldg. LRC A108 Fee: \$95

Get a Good Night's Sleep!

"Will I sleep tonight?" is the question that more than 50 percent of Americans ask themselves every night. Are you one of them? Do you dread bedtime, with thoughts of restless tossing and turning, long hours watching the clock, or waking in the middle of the night and not being able to fall back to sleep? Although there are many causes for sleepless nights, bringing your muscles and body into balance can often create a calming effect and result in quieting the mind. Everyone can benefit from these exercises, not just the sleep-deprived, because the benefits of deep relaxation are universal. Done before bedtime, these exercises will help you to drift back to sleep.

CRN #11775 3 Mondays, 3/24-4/7, 6-8:30 p.m.

MCC Bldg. LRC A108 Fee: \$95

Greasing the Hip Joints

Ever wonder where small children get all their energy? Why they don't creak as they walk? All of their muscles move in harmony with each other, rather than in constant contraction and against each other. In this course you'll learn how to "grease" the hip joints, so that as you walk or jog, you'll feel as if you're gliding through air. In general, students who never think of their hip joints as in need of "greasing" are amazed at how much more agile and lubricated their hip joints become. This course is also especially helpful to take in tandem with the Feldenkrais courses treating sore backs and stiff necks.

CRN #11784 2 sessions, Monday & Wednesday, 5/5-5/7, 6-8:30 p.m. **MCC Bldg. LRC A108 Fee:** \$65

NEW More Help for Stiff Neck, Tight Shoulders, Aching Back

We will explore six new lessons to gently and effectively integrate the movement of the neck, shoulders and back in order to bring greater mobility and pain-free movement into your life. Prerequisite: *Help for Stiff Neck, Tight Shoulders, Aching Back.*

CRN #11783 3 Mondays, 4/14-4/28, 6-8:30 p.m.

MCC Bldg. LRC A108 Fee: \$95

Correcting Workplace Ergonomic Issues

NEW Comfort at the Work Station: Sitting

Whether in your home or business office, counteracting workstation stress leads to higher productivity, reduces pain and discomfort, and generally makes us happier and able to function better in our daily lives. Sitting more to one side at the workstation, such as crossing the legs or leaning left or right, is like driving a car with one flat tire, and results in pain and tight muscles. These lessons are designed to create a balanced posture at the workstation that will allow for freedom of movement in a more fully integrated and pain-free manner.

CRN #11769 2 Wednesdays, 3/26-4/2, 6-8:30 p.m.

MCC Bldg. LRC A108 Fee: \$65

NEW Comfort at the Work Station: Reaching

Repetitive Strain Injury (RSI) accounts for one-third of all workplace injuries and billions of dollars of lost revenue annually. The constant pressure and tension of repetitious activity does tremendous damage to wrists, arms, shoulders, and neck, causing carpal tunnel and other serious ailments. Our lessons during this workshop will explore the way that we use ourselves in the process of utilizing mouse, keyboard, and computer.

CRN #11770 2 Wednesdays, 4/9-4/16, 6-8:30 p.m.

MCC Bldg. LRC A108 Fee: \$65

NEW Comfort at the Work Station: Turning

This class will promote a gentle, twisting motion of the back. You will learn to coordinate the eyes, neck, spine and pelvis, which is vital for good health and comfort, while sitting and turning at the workstation. These lessons are designed to transition you from old, stressful and painful work habits to a new posture that allows for freedom of movement in a more fully integrated, pain-free manner.

CRN #11771 2 Wednesdays, 4/23-4/30, 6-8:30 p.m.

MCC Bldg. LRC A108 Fee: \$65

Prerequisite for all three courses: *Help for Stiff Neck, Tight Shoulders, Aching Back.*

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.

Body, Mind & Spirit

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 #11748 1 Saturday, 3/8, 9 a.m.-4:30 p.m. **MCC Bldg. AST D213**
Fee: \$150

Instructor: Dory Dzinski is a licensed professional counselor, body-centered psychotherapist, and energy therapist/trainer 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 #11749 1 Saturday, 4/5, 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 #11750 1 Saturday, 5/17, 9 a.m.-4:30 p.m. **MCC Bldg. AST D213**
Fee: \$150

Instructor: Dory Dzinski

The Emotional Freedom Technique (EFT)

Level 1 Certificate Training

The Emotional Freedom Technique (EFT) is a procedure used by thousands of practitioners around the world, which has helped people find relief from phobias, panic/anxiety attacks, traumatic memories, addictions, guilt, grief, and physical ailments. The EFT practitioner uses a method of tapping the client with fingertips in order to stimulate certain meridian energy points, while the client "tunes in" to the problem or disturbing thought/emotion. Students will learn the basic principles of EFT, the "Basic Recipe" that addresses most situations, and what to do when it's not working and other refinements. Upon completing the course, students will receive a Level 1 Certificate of Completion approved by Gary Craig, EFT founder, with which you may pursue further training in EFT. This course will be of particular interest to healers, yoga instructors, Reiki masters, energy medicine practitioners, counselors, and therapists.

CRN #11751 2 Wednesdays, 2/20-2/27, 6-9 p.m. **MCC Bldg. LRC A108**
Fee: \$150

Instructor: Cris Jacobs, M.B.A., has an Advanced Certificate in EFT and a Certificate as a Core Energetics Practitioner. He is a Life Change Coach at Core Coaching, Inc., in West Hartford, and has been helping clients transform their lives, relationships, and careers since 1999.

Massage: Hands-On Healing

The origins of therapeutic massage are rooted in the common instinctual response to hold and rub a hurt or pain. It is found in all cultures as an integral part of health care and maintenance. Hippocrates, the father of western medicine, considered massage of prime importance in any health regime. 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 lactic acid, uric acid and other metabolic wastes. Come alone or sign up with a friend. Participants will practice on each other. Wear loose, comfortable clothing and bring an exercise mat, sleeping bag or thick blanket to lie on, and a pillow, towel and favorite body lotion. Also, please bring a snack and drink for mid-session nourishment.

CRN #11807 1 Saturday, 4/12, 10 a.m.-2 p.m. **MCC Bldg. AST D213**
Fee: \$40

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.

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 #11797 8 Mondays, 3/3-4/28 (does not meet 4/14), 7:30-8:45 p.m. **MCC Bldg. Lowe L155 (Aerobics Studio)** Fee: \$80

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.

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 this exercise system, 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 this system may help prevent and treat disease, reduce stress, and better integrate the body/mind/spirit connection. Participants will learn exercises that can be practiced at home. The history and theory of QiGong will also be discussed.

CRN #11752 3 Wednesdays, 3/19-4/2, 7-8:15 p.m. **MCC Bldg. LRC B213** Fee: \$25

Instructor: John Mammone has a Master's in Acupuncture and Oriental Medicine from The Oregon College of Oriental Medicine. He is nationally certified in acupuncture and licensed in CT, and has his own practice, Naturopathic Health Center, in Wethersfield.

Body, Mind & Spirit

Metaphysics, the Paranormal, and the Emerging Consciousness

It is time to start being aware of who we really are. Why does it seem that there are so many more “psychics” today? In this course we will consider, discuss, and explore (with exercises that promote awareness) all the different aspects of what is beyond our five senses. Is there something happening that is waking us up to a larger reality? Some of the topics will include types of ESP, auras, Tarot vs. Oracle cards, angel spirit guides, energy systems (healing), shamanistic storytelling, and the emerging consciousness of 2012, among others. All levels and interests are welcome, no matter where you are along the continuum.

CRN #11766 4 Wednesdays, 4/9-4/30, 7-9 p.m. **MCC Bldg. LRC B144**
Fee: \$50

Instructor: **John Mammone**

NEW Intermediate Chakra Studies

Let's explore some aspects of your life that would benefit through chakra balancing and strengthening. Physical, emotional, intellectual, societal and spiritual challenges or impasses can be realigned through understanding how lifestyle changes, oftentimes simple ones, can help re-balance the energy system, and accordingly bring those life areas into greater health and smoother functioning. We will be working with real-life examples, actual or hypothetical. Prerequisite: *Chakra Studies, or some previous chakra knowledge/experience.*

CRN #11776 3 Mondays, 3/10-3/24, 7-9 p.m. **MCC Bldg. LRC B213**
Fee: \$55

Instructor: **Dory Dzinski**

NEW Dreaming Your Life

This course combines aspects of two previous courses: Meditation as a Life Skill and Creating Your Heart's Desire, although the course is open to everyone. When you have identified some goals in your life—heart's desires—how do you stay connected and manifest what you are seeking? How do you know you are going in the right direction? How do you know what steps to take next, or if it's time to change course? We will examine ways to connect more strongly with various aspects of your intuitive guidance, watching for ways that the universe validates and encourages your goals and efforts. We will be working particularly with our dreams and meditations, but also with synchronicities, Higher Self communication, soul cravings, and heart urges.

CRN #11780 3 Tuesdays, 4/1-4/15, 7-9 p.m. **MCC Bldg. LRC B213**
Fee: \$55

Instructor: **Dory Dzinski**

NEW Creating a Vision Board

Here is another way to stay connected to your dreams and goals—keep them in front of your eyes! There are many ways to “see” your dreams on a daily basis, such as photos on the refrigerator, altars in various rooms, collages, journals entries, sketches, and poetry. The Vision Board is a combination of these options. There's a variety of choices involved in building a Vision Board—with or without categories, color or black-and-white, cut-outs or hand-drawn items, photographs, words, colors, images and symbols, 3-D aspects, and so on. You will consider the possibilities for your own board in the first class and then begin to build it in the second class. Those who love bringing tactile and sensory experiences into life, including scrap-bookers and artists, will love this class!

CRN #11782 2 Mondays, 5/12-5/19, 7-9 p.m. **MCC Bldg. LRC B213**
Fee: \$35

Instructor: **Dory Dzinski**

Learn to See Auras

Seeing is believing! It is said that the aura (energy field) that emanates from each of us reflects the vibrations of our soul. The colors seen in our aura tell of our physical and emotional health. Did you ever wonder why you choose the color clothing you wear each day? Why some days, red or green just won't do? In class we will learn how to sensitize our eyes to see these subtle energy fields which surround our body and explore the meaning of the different colors that are seen.

CRN #11854 1 Thursday, 3/13, 6-9 p.m. **MCC Bldg. LRC B213**
Fee: \$40

Instructor: **Karen Emerick**

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, and it 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 #11767 5 Saturdays, 2/16-3/15, 9-11 a.m. **MCC Bldg. AST C209**
Fee: \$75

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 certified in Ayurvedic healing practices, and teaches others to use this ancient healing system to create wholeness in mind, body and spirit.

Peace of Mind and Inner Calmness

In order to be happy in life and achieve the things you desire, it is important to develop the skills necessary to achieve Peace of Mind and Inner Calmness. Learn how these two qualities can dramatically improve your life, while learning specific techniques for achieving them.

CRN #11781 1 Saturday, 3/15, 10 a.m.-noon **MCC Bldg. Lowe L142**
Fee: \$20

Instructor: **Roger Abramsky** is a much sought-after motivational public speaker in areas such as confidence-building, wellness, and self-esteem. He holds a B.A. from Eastern Connecticut State University.

Of Similar Interest

- Sanskrit for Yoga and Meditation Practitioners on page 37
-

Body, Mind & Spirit

Self-Hypnosis for Weight Loss: Mind Over Matter

Reach your ideal weight by programming your brain for weight loss. Learn self-hypnosis and tap into the power of both your conscious and subconscious mind to facilitate weight loss and maintain your ideal weight without those nagging feelings of deprivation. Hypnosis is a powerful and effective tool, which has been approved by the American Medical Association since 1958. Tried too many fad diets? This course might be the start of a new, healthier lifestyle. Topics include explaining hypnosis and how it works, factors affecting weight control, the myth of willpower, eating journals, self-hypnosis, ideomotor questioning, and the Chevreul pendulum. Materials fee: \$5, payable to the instructor at first class, for a reinforcement audiotape.

CRN #11840 4 Thursdays, 3/20-4/10, 7-9 p.m. **MCC Bldg. LRC B213**
Fee: \$60

Instructor: Patricia Galvin, J.D. and M.S. in education, is a certified hypnotherapist who teaches self-hypnosis for weight control and smoking.

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 #11785 1 Friday, 3/14, 6:30-9 p.m. **MCC Bldg. LRC B144**
CRN #11786 1 Friday, 5/16, 6:30-9 p.m. **MCC Bldg. LRC B144**
Fee: \$45

Instructor: Beth C. Burgess is a certified Angelspeake™ facilitator. She was trained by Barbara Mark and Trudy Griswold, authors of the best-selling book, Angelspeake: How to Talk with Your Angels.

Message Circle

This course is for students who have taken any class given by the instructor, and who would like to experience a Message Circle. Come, receive a message, and maybe give one yourself. Please wear comfortable clothing, and bring paper and pencil. You may also want to bring a tape recorder (for your own messages only).

CRN #11835 1 Thursday, 3/27, 6:30-9:30 p.m. **MCC Bldg. LRC A108**
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.

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 for your own messages only. Join Joyce to "dial up" the other side.

CRN #11836 1 Saturday, 5/10, 9:30 a.m.-12:30 p.m.

MCC Bldg. LRC B208 Fee: \$60

Instructor: Joyce Orcutt

An Introduction to Pagans, Witches and Wicca

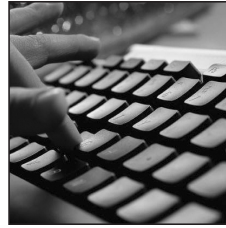
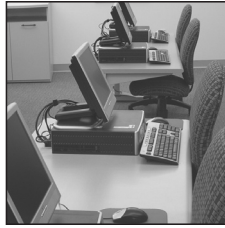
What most of us know about witches and witchcraft comes from pop culture ("Charmed," "Harry Potter") or from our dim memories of historical events and classic literature (Salem witch trials, "Macbeth"). There's a lot more to Wicca and paganism, or "the old religion," than the clichéd image of black-clad 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 #11726 4 Mondays, 4/7-4/28, 7-9 p.m. **MCC Bldg. LRC B213**
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.

These classes are enrichment programs
and do not necessarily reflect
the views of MCC.

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 in such diverse settings as high school, college, government agencies and corporations. She has a B.S. in Business/Marketing and an M.S. in Adult and Organizational Learning.

Carmine Filloramo, B.A., has more than 30 years' experience in the photography business. He has worked as a newspaper photographer and a photographic consultant for the last 18 years 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.

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.

Ann Gruden has over 20 years' experience managing and integrating business processes in both large and small business settings.

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.

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 has run his own accounting and tax preparation company since 1987. He has more than 20 years' experience in computer applications, database development, website design, and as a professor at MCC.

Valerie Scott is the Graphic Designer for MCC's Continuing Education Division, and has been in the field for eight years. She works with InDesign providing the layout and design for the catalogs and other marketing pieces.

Catherine Seaver has an M.S. in CIS and in Educational Technology, a B.S. in Manufacturing Engineering, and is Department Chair of MCC's Engineering and Technology Department. She has 20 years' experience in business and manufacturing performing engineering and information-related tasks, including system design and development. She co-authored Visual Basic .NET Programming Essentials published by Microsoft Press.

Elizabeth Thomas has 20 years' experience in end-user technology support and education, and has been an instructor in MCC's Continuing Education Division 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.

Computer Technology

CERTIFICATES

Microsoft Office 2003

Increase your employability with this intensive 12-week course and receive an Office 2003 MCC Certificate on completion. This hands-on workshop will include practice time on Word, Excel, Access, PowerPoint and Outlook. Students will learn the basics of all Office programs, including merges, tables, graphics and sharing documents in Word; formulas, data management, formatting and printing in Excel; database creation, criteria in queries, report and form design, grouping data, and establishing relationships in Access; creating slide shows, importing from Word, adding tables/graphics, animation, and advanced formatting in PowerPoint; and e-mail management, creating folders, adding signatures/attachments, scheduling appointments with others, organizing contact lists, and creating/updating tasks in Outlook. Required text: Marquee Microsoft Office 2003, EMC Paradigm Publishing, available at MCC Bookstore. Prerequisite: *Basic Windows, keyboard and mouse skills with some exposure to Microsoft Office helpful.*

CRN #11005 12 Wednesdays, 2/6-4/23, 6-9 p.m. **MCC Bldg. LRC B142**
Fee: \$499

Instructor: **Dorothy Weiner**

INTRODUCTORY

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. Prerequisite: *Basic keyboard and mouse skills.*

CRN #11511 2 Mondays, 3/24-3/31, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Stuart Lipman**

Personal Computers Introduction 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. Prerequisite: *Designed for those with little or no experience with computers.*

CRN #11512 2 Wednesdays, 4/2-4/9, 1-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Margaret Gordon**

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, how to visit and bookmark web sites, and how to search the web for specific content. Instructor provides handouts. Prerequisite: *Basic Windows keyboard and mouse skills recommended but not required.*

CRN #11513 2 Wednesdays, 5/14-5/21, 1-4 p.m. **MCC Bldg. LRC B142**
Fee: \$95

Instructor: **Margaret Gordon**

Email Made Easy for Older Adults

Don't be left out of the communication revolution! Learn how email will keep you in touch with friends and family around the world. Understand how to set up an email account, how to send, receive and reply to emails, how to create an address book of often used email addresses, how to send an attachment and how to use web based email systems. Explore the many options of creating custom storage folders to best categorize your saved emails. If you do not have an email account presently, we will create a free email account for you on Yahoo. If you do not have a computer, you can use any public library to check your email. Instructor provides handouts. Prerequisites: *Basic mouse and keyboard skills.*

CRN #11514 2 Mondays, 4/28-5/5, 1-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Margaret Gordon**

FrontPage Introduction

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. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard, mouse and Internet skills.*

CRN #11524 2 Wednesdays, 2/27-3/5, 6-9 p.m. **MCC Bldg. LRC B141**
CRN #11516 1 Thursday, 4/3, 9 a.m.-4 p.m. **MCC Bldg. LRC B142**
(limited seating)

Fee: \$95

Instructors: **CRN #11516 Margaret Gordon;**

CRN #11524: Robert Thornton

FrontPage 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 is an important and useful product for anyone considering establishing a web presence. Instructor provides handouts. Prerequisite: *FrontPage Introduction or permission of instructor or computer coordinator.*

CRN #11518 1 Thursday, 4/10, 9 a.m.-4 p.m. **MCC Bldg. LRC B142**
(limited seating) Fee: \$95

Instructor: **Margaret Gordon**

Computer Technology

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. Required Text: Course ILT: Dreamweaver MX 2004: Basic (with CD), Thomson, available at the MCC Bookstore for approximately \$20. Prerequisite: *Basic Windows, keyboard, mouse and Internet skills.*

CRN #11519 2 Wednesdays, 3/26-4/2, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

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! Instructor provides handouts. Prerequisite: *Dreamweaver Introduction course or permission of instructor or computer coordinator.*

CRN #11520 4 Wednesdays, 4/9-4/30, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$195

Instructor: **Robert Thornton**

NEW Expression Introduction

Microsoft's latest web design product is aptly named Expression, and students will learn how to easily express their individual or business information on the web with the new program. Students will layout text on pages using HTML; build, create and maintain hyperlinks; create tables; and learn some techniques on how to publish websites to a web server. Instructor provides handouts. Prerequisite: *Experience with Windows and the Internet is required.*

CRN #11526 2 Wednesdays, 3/12-3/19, 6-9 p.m. **MCC Bldg. LRC B141**

CRN #11522 1 Tuesday, 4/8, 9 a.m.-4 p.m. **MCC Bldg. LRC B141**
(limited seating)

Fee: \$95

Instructors: **CRN #11526: Robert Thornton;**

CRN #11522: Margaret Gordon

NEW Expression Intermediate

Develop your web skills further with Expression Web. You will learn to design a website using layers and style sheets. Topics will include time-saving features such as creating, attaching, and editing internal, inline and external style sheets. Creating and customizing layers along with best usage of layers will also be discussed. An overview of how to investigate the XML code that is generated by Expression will be presented. Instructor provides handouts. Prerequisite: *FrontPage, Dreamweaver or Expression Introduction, equivalent experience or permission of instructor or computer coordinator.*

CRN #11730 1 Thursday, 4/17, 9 a.m.-4 p.m. **MCC Bldg. LRC B142**
(limited seating) Fee: \$95

Instructor: **Margaret Gordon**

Flash MX 2004 Introduction (for the PC)

This hands-on course will introduce you to the basics of creating objects and animating in Macromedia's Flash MX. You will explore tools and features of Flash and learn to create different types of animations. You will also publish material for the web. This course is intended for students with little or no experience creating Flash animations. Required Text: Flash MX 2004: Basic, Student Manual with Data, Thomson, available at the MCC Bookstore for approximately \$20. Prerequisite: *Basic Windows, keyboard and mouse skills with some web or graphics experience required.*

CRN #11523 2 Wednesdays, 5/7-5/14, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Robert Thornton**

What You Should Know about Web Hosting and Web Servers

Whether you have the need to post your business services, or products online or if you simply want to post personal or family photos or events online, you have two major choices. Do you want to handle the web server responsibilities or do you want someone else to do that for you? If you want a web hosting business to host your website on their server and take care of all server related issues, there are a number of factors that this course will point out that you would want to look at when comparing web hosting businesses. If you want to have full control of the website, including installing and maintaining the web server, this course will teach you about the basic requirements of setting up your own web server and configuring the software. The course covers Microsoft Internet Information Server and describes other options like Apache on Linux. Instructor will provide handouts. Prerequisite: *Experience with Windows and the Internet is required.*

CRN #11529 2 Wednesdays, 5/21-5/28, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Robert Thornton**

The Basics of Selling on eBay

Learn how to sell on eBay from an Education Specialist trained directly by eBay. You will learn how to open a seller account; create and monitor listings; improve existing listings, including photos and copy; research and set prices for profit; open and use a PayPal account; complete transactions; and operate safely on the world's largest online auction site. This course is designed both for those interested in starting to sell on eBay and occasional sellers who want to improve their listings. Although recommended, it is not required to set up an official eBay and PayPal account as part of the curriculum. If you wish, please bring current bank account number with routing number and credit card to set up an eBay account in class. Prerequisite: *No prior business experience is necessary. Windows, keyboarding and mouse skills are required. Internet experience is helpful.*

CRN #11530 2 Mondays, 4/7-4/14, 6-9 p.m. **MCC Bldg. LRC B142**
Fee: \$95

Instructor: **Ann Gruden**

Computer Technology

OFFICE SUITES & OUTLOOK

Access, Excel, & Word: Choosing the Right Tool for the Job

Microsoft's palette of software programs, chiefly 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? In this hands-on workshop, participants will explore the "overlapping" features of Access, Excel and Word and discover how to choose the correct product for the job at hand. Participants will learn clear definitions of the purpose of each program; specific "best" usage examples of Word tables, Access and Excel; how to move information between Excel and Access and why you might do that; and how to link data between Microsoft applications. Instructor provides handouts. Prerequisite: *Basic knowledge of Access, Excel and Word or by permission of instructor or computer coordinator.*

CRN #11532 2 Mondays, 3/17-3/24, 1-4 p.m. **MCC Bldg. LRC B142** (limited seating) Fee: \$95

Instructor: **Carla Adams**

PowerPoint Introduction

With unprecedented ease, this presentation software package allows users to create graphics and slides. You will work with slide masters; change backgrounds; manipulate clip art; use drawing tools; create a chart; and run a slide show. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #11590 2 Thursdays, 5/15-5/22, 6-9 p.m. **MCC Bldg. LRC B142** Fee: \$95

Instructor: **Kristin Violette**

WORD PROCESSING

Word Introduction

Learn the basic skills required to create documents using Microsoft Word 2003. Learn how to create, edit, format, review, and print documents such as letters and memos, and how to apply basic page, paragraph, header, footer, and character formatting functions. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #11533 2 Thursdays, 3/20-3/27, 6-9 p.m. **MCC Bldg. LRC B142** Fee: \$95

Instructor: **Kristin Violette**

Word 2007 Introduction

Enter the new world Word 2007. Learn how to create new documents, edit text, format text and paragraphs, create tables, headers and footers, breaks, print, find and replace text, and work with graphics. Required text: Benchmark Series: Microsoft Word 2007 Level 1 - Windows XP Version, available at MCC Bookstore for approximately \$22.

Prerequisite: *Basic Windows, typing and mouse skills are required.*
CRN #11535 1 Monday, 4/21, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (limited seating) Fee: \$95

Instructor: **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. Instructor provides handouts. Prerequisite: *Basic mouse and keyboard skills recommended.*

CRN #11536 2 Wednesdays, 4/16-4/23, 1-4 p.m. **MCC Bldg. LRC B141** Fee: \$95

Instructor: **Margaret Gordon**

Word 2007 Intermediate

Students will continue their exploration of Word 2007 and create styles, use outlines, define columns, print labels and envelopes, develop their own templates, diagram, use drawing tools, track revisions to documents, and create documents for the web. Required text: Benchmark Series: Microsoft Word 2007 Level 2 - Windows XP Version, available at MCC Bookstore for approximately \$22. Prerequisite: *Word Introduction, or permission of instructor or computer coordinator.*

CRN #11538 1 Monday, 4/28, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (limited seating) Fee: \$95

Instructor: **Bruce Manning**

NEW Word: Form Design and Creation

In the first half of the course, you will learn how to plan the layout of a Word document to create forms. Learn how to format tables, using forms as an input method to your tables. Learn how to set and control indentations, tabs and margins. Learn to use headers and footers. In the second half of the course, you will learn how to design printable and electronic forms with fields to be filled in by a computer user utilizing MS Word. Insert fields and use the power of all Word layout features to create clean looking and user-friendly forms. You will learn helpful form design guidelines. Instructor provides handouts. Prerequisite: *Word Introduction, or permission of instructor or computer coordinator.*

CRN #11540 1 Wednesday, 5/28, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (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. Instructor provides handouts. Prerequisite: *Word Introduction, or permission of instructor or computer coordinator.*

CRN #11542 1 Monday, 4/21, 1-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$65

Instructor: **Carla Adams**

NEW Word: Mail Merge

In this three-hour class, students will learn how to merge letters and envelopes by creating lists, accessing databases, text files and other data sources. Students will learn to prepare documents to be used in merges, create records in Word, and send customized letters and notifications. Learn how to print your merges on labels and envelopes. Instructor provides handouts. Prerequisite: *Microsoft Word Introduction, equivalent experience or permission of instructor or computer coordinator.*

CRN #11544 1 Monday, 5/5, 1-4 p.m. **MCC Bldg. LRC B142** (limited seating) Fee: \$65

Instructor: **Diana Lemcoff**

NEW Word: 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. Instructor will provide handouts. Prerequisite: *Basic Word skills.*

CRN #11546 1 Monday, 5/12, 1-4 p.m. **MCC Bldg. LRC B142** (limited seating) Fee: \$65

Instructor: **Diana Lemcoff**

Computer Technology

SPREADSHEETS

QuickBooks Introduction

Students will learn how to set up a QuickBooks company; enter account opening balances; create and customize company lists; set up inventory; and sell products. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #11547 2 Tuesdays, 4/1-4/8, 6-9 p.m. **MCC Bldg. LRC B141**

Fee: \$95

Instructor: **Chuck Schwartz**

QuickBooks Intermediate

For individuals who have a working knowledge of QuickBooks and the desire to delve into the more advanced functions of this popular software, this hands-on class will focus on questions and problems that more advanced students may encounter. Learn how to create customized reports, invoices and other financial forms; process customer payments; work with bank accounts; enter and pay bills; and utilize the graphic report features of QuickBooks to chart financial actions. Make the most of your personal finances and learn how to use QuickBooks more efficiently. Instructor provides handouts. Prerequisite: *Basic knowledge of QuickBooks.*

CRN #11548 2 Tuesdays, 4/15-4/22, 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. Instructor provides handouts. Prerequisite: *QuickBooks Intermediate course or permission of instructor or computer coordinator.*

CRN #11549 2 Tuesdays, 4/29-5/6, 6-9 p.m. **MCC Bldg. LRC B141**

Fee: \$95

Instructor: **Chuck Schwartz**

Performing Payroll Using QuickBooks

Standard Payroll Processing using QuickBooks includes a complete payroll module, from paychecks to W-2's. This course includes an overview of basic payroll tax reporting requirements, how to set up payroll for the first time (including state taxes and other deductions), and how to use it on an ongoing basis to generate pay-checks, pay liabilities, and complete quarterly federal and CT state tax forms and/or reports. E-File & electronic payment options will also be explored. Instructor provides handouts. Prerequisite: *Students must have taken an intermediate level course in QuickBooks or have the approval of instructor or PC Coordinator.*

CRN #11550 2 Tuesdays, 5/13-5/20, 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. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #11552 1 Tuesday, 3/18, 9 a.m.-4 p.m. **MCC Bldg. LRC B142**
(limited seating)

CRN #11554 1 Tuesday, 4/1, 9 a.m.-4 p.m. **MCC Bldg. LRC B142**
(limited seating)

CRN #11555 2 Thursdays, 4/3-4/10, 6-9 p.m. **MCC Bldg. LRC B142**
Fee: \$95

Instructors: CRNs #11552 & #11554: **Elizabeth Thomas**;

CRN #11555: **Kristen Violette**

Excel for Older Adults

Learn how to use a spreadsheet to perform calculations on your computer. Spreadsheets can be used to track budgets, stocks and more. You will become familiar with Excel's features and functions that will help you develop spreadsheets to control personal and business finances. Join us in a relaxed atmosphere where questions are encouraged and welcome. Instructor provides handouts. Prerequisite: *Basic mouse and keyboard skills.*

CRN #11558 2 Wednesdays, 5/28-6/4, 1-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Margaret Gordon**

Excel Intermediate

In this intermediate course, students will learn to use more advanced functions and 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; 3D references; using Excel with the web; and using templates. Instructor provides handouts. Prerequisite: *Excel Introduction or permission of instructor or computer coordinator.*

CRN #11560 1 Tuesday, 3/25, 9 a.m.-4 p.m. **MCC Bldg. LRC B142**
(limited seating)

Fee: \$95

Instructor: **Elizabeth Thomas**

Excel: Data and Functions

Make sure you are 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 make 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. Instructor provides handouts. Prerequisite: *Excel Introduction.*

CRN #11566 1 Tuesday, 4/15, 9 a.m.-4 p.m. **MCC Bldg. LRC B142**
(limited seating) Fee: \$95

Instructor: **Chuck Schwartz**

Computer Technology

Excel: Smart Charts

A picture is worth a thousand numbers. Delve into Excel's charting facilities beginning with the basics and learn many different ways to handle a variety of charts. Users will investigate how to create charts and print them either with or without the data; change basic chart defaults; and work with high level commands to control scaling, legend, axis, and data series. Instructor provides handouts. Prerequisite: *Basic Excel skills*.

CRN #11568 1 Tuesday, 4/15, 1-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$65

Instructor: **Carla Adams**

NEW Excel: Advanced Topics

Are you ready to dig deeper into Excel? This fun and fact-filled course will teach you how to use the advanced functions that you only dreamed of using. Easy-to-understand methods and practical examples will give you the confidence to take your Excel skills to a higher level. Topics covered include: ranges, linking workbooks, 3-D workbook formulas, "IF" functions, Goal Seek tool, Scenario Manager, formula auditing, advanced filters, grouping, outlines, VLookUP, HLookUP, Pivot tables and charts, and Macros. Instructor provides handouts. Prerequisite: *Excel Intermediate, equivalent experience or permission of instructor or computer coordinator*.

CRN #11572 2 Tuesdays, 4/22-4/29, 9 a.m.-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$195

Instructor: **Margaret Gordon**

DATABASE

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. Instructor provides handouts. Prerequisite: *Basic Windows, typing and mouse skills*.

CRN #11574 1 Wednesday, 3/19, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (limited seating)

CRN #11576 1 Wednesday, 4/2, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (limited seating)

CRN #11579 2 Thursdays, 5/1-5/8, 6-9 p.m. **MCC Bldg. LRC B142** Fee: \$95

Instructors: CRNs #11574 & #11576: **TBA**;

CRN #11579: **Kristen Violette**

Access 2007 Introduction

Access 2007 is here! Learn basic database concepts, create tables, set data entry rules, and create queries, forms and reports. Required text: Benchmark Series: Microsoft Access 2007 Level 1 - Windows XP Version, available at MCC Bookstore for approximately \$20. Prerequisite: *Basic Windows, typing and mouse skills are required*.

CRN #11578 1 Wednesday, 4/16, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (limited seating) Fee: \$95

Instructor: **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 provides handouts. Prerequisite: *Access Introduction, equivalent experience, or permission of PC coordinator*.

CRN #11581 1 Wednesday, 3/26, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (limited seating)

CRN #11583 1 Wednesday, 4/9, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (limited seating)

Fee: \$95

Instructor: **James Healy**

Access 2007 Intermediate

Continue your exploration of Access 2007. Learn how to relate tables, use lookup fields, create sub-datasheets, complex queries, advanced form design, charts and pivot tables. Required text: Benchmark Series: Microsoft Access 2007 Level 2 - Windows XP Version, available at MCC Bookstore for approximately \$22. Prerequisite: *Access Introduction, or permission of instructor or computer coordinator*.

CRN #11585 1 Wednesday, 4/23, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** (limited seating) Fee: \$95

Instructor: **James Healy**

Access Database Skills for Non-Programmers

This course teaches novice users how to create a full-featured Access relational database. Students will learn basic database concepts and progress to advanced database functions. The class will include discussion of database design concepts; tables; views; sorts; filters; relationships; queries; writing accurate criteria; report design; creating subtotals and totals; and creating lookups. Instructor provides handouts. Prerequisite: *Windows, typing and mouse skills*.

CRN #11587 3 Fridays, 3/28-4/11, 9 a.m.-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$295

Instructor: **Margaret Gordon**

Access: Creating an Effective Switchboard

Tired of hunting for the correct data entry form or the required report within the database window? Need an easy point and click method of data entry? If so, this class is for you! Learn how to easily make Switchboards using a pre built database. Switchboards are a menu system that you can design to point to all the objects in your database. If you already have a database that is in need of a menu screen, bring it in and learn how to create a custom Switchboard that can even include sub switchboards. We will discuss the parts of the switchboard form, create several with different options, and also learn to remove switchboards. Technical tips on how to fix a switchboard form and table will also be discussed. Prerequisite: *Access Introduction, equivalent experience, or permission of PC coordinator*.

CRN #11589 1 Wednesday, 4/30, 1-4 p.m. **MCC Bldg. LRC B142** (limited seating) Fee: \$65

Instructor: **Margaret Gordon**

Computer Technology

NETWORKS & OPERATING SYSTEMS

Windows Vista Introduction

You've heard about Windows Vista. Now it's time to enter the exciting new world of Microsoft's latest operating system. Learn how to use the Windows Vista Start menu, move and resize windows, manage files and folders, perform content searches, create shortcuts, change system settings, and browse the Web. Required text: Microsoft Windows Vista Course Notes, Thomson, available at MCC Bookstore for approximately \$5. Prerequisite: *Keyboarding and mouse skills are recommended.*

CRN #11592 1 Thursday, 3/20, 9 a.m.-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$95

Instructor: **Stuart Lipman**

NEW Accessibility Issues and Microsoft Windows XP

Do you have vision, hearing, or dexterity issues that make using the computer a challenge? Did you know that your Windows XP computer already comes with accessibility tools that can make your computer more comfortable to use in the office or at home? In this course, we will explore three categories of options that can be adjusted in Windows XP: visibility options, such as font style, color, icon size, screen resolution, and cursor values; keyboard and mouse options, such as double-click speed, clicklock, and pointer speed and settings; and sound and speech options, such as sound volume and schemes. Instructor will provide handouts. Prerequisite: *Basic knowledge of the computer such as skills with the mouse, keyboard and Windows XP navigation is recommended but not required for this course.*

CRN #11594 1 Monday, 3/31, 1-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$65

Instructor: **Carla Adams**

TROUBLESHOOTING & SECURITY

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 and PC hardware knowledge.* This class is for the beginner or intermediate PC user.

CRN #11596 1 Friday, 5/2, 9 a.m.-4 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. Instructor provides handouts. Prerequisite: *Be Your Own PC Tech Part I, or some knowledge of PC hardware.*

CRN #11598 1 Wednesday, 5/14, 9 a.m.-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$95

Instructor: **Stuart Lipman**

DIGITAL IMAGING & DESIGN

AutoCAD Introduction

This course will teach you how to design and develop architectural drawings using AutoCAD. Extensive hands-on curriculum is designed to address the needs of engineering design professionals, project managers, and the avid beginner. Instructor will provide handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #11015 6 Fridays, 2/22-4/4 (does not meet 3/21), 6-9 p.m.

MCC Bldg. AST C128 Fee: \$295

Instructor: **Joseph Kardos**

Publisher Introduction

You can easily create distinctive, professional newsletters, brochures, 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, including page-layout commands, working with frames, using graphics, templates and wizards. Instructor provides handouts. Prerequisite: *Basic Windows, typing and mouse skills are required.*

CRN #11600 1 Thursday, 5/22, 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 clip art, WordArt and drawn objects; perfecting newsletters; creating four-fold publications; designing calendars and certificates; creating websites; mail merge; working with columns and tables; and extended formatting skills. Instructor provides handouts. Prerequisite: *Publisher Introduction, equivalent experience, or permission of computer coordinator.*

CRN #11602 1 Thursday, 5/29, 9 a.m.-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$95

Instructor: **Diana Lemcoff**

VISIO: Essentials

They say a picture is worth a thousand words. If so, Microsoft's Visio software would make a great screenplay. Visio 2003 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: ILT: Visio Professional 2003: Basic, 2nd Edition, Thomson, available at the MCC Bookstore for approximately \$12.95. Prerequisite: *Familiarity with Windows operating system and several of the following desktop applications: Access, Excel, Outlook, PowerPoint and Word.*

CRN #11605 3 Mondays, 3/24-4/7, 9 a.m.-noon **MCC Bldg. LRC B142** (limited seating) Fee: \$195

Instructor: **Russell Sabadosa**

Of Similar Interest

- Photography courses on pages 41-42

Computer Technology

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. Also available will be a companion CBT program. Required text: ILT: Visio Professional 2003: Advanced, 2nd Edition, Thomson, available at the MCC Bookstore for approximately \$12.95. Prerequisite: *Visio Essentials, equivalent experience, or permission of PC coordinator*. **CRN #11607** 3 Mondays, 5/5-5/19, 9 a.m.-noon **MCC Bldg. LRC B141** (limited seating) Fee: \$195
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. Instructor provides handouts. Please note: If you have experience in PageMaker, Quark or Publisher, please contact the instructor at (860) 512-2807 or vscott@mcc.commnet.edu to discuss starting with the Intermediate class. Prerequisite: *Windows, mouse and typing skills required. Some page layout experience is helpful*. **CRN #11609** 1 Thursday, 4/3, 9 a.m.-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$95
Instructor: **Valerie Scott**

Adobe InDesign Intermediate

This intermediate level course examines the remarkable tools of the world's most popular page layout program, Adobe InDesign. It is designed to build upon the foundation established in the *Adobe InDesign Introduction* course. Some of the topics covered in the course include: importing and editing graphics, tabs, clipping paths, multipage documents, colors, gradients, tints, and exporting to PDF. Instructor provides handouts. Prerequisite: *Adobe InDesign Introduction or approval of computer coordinator*. **CRN #11611** 1 Thursday, 4/24, 9 a.m.-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$95
Instructor: **Valerie Scott**

Adobe InDesign Creating Art

Use Adobe InDesign to stylize text, illustrate and alter clip art. Adobe InDesign interfaces with Adobe Illustrator and Adobe Photoshop in the Creative Suites package. This exceptionally powerful layout program now allows you the freedom to create and alter art without switching programs. Instructor provides handouts. Prerequisite: *Adobe InDesign Introduction or approval of computer coordinator*. **CRN #11613** 1 Thursday, 4/17, 1-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$65
Instructor: **Valerie Scott**

Adobe InDesign: Desktop Publishing Projects

Students will learn how to create newsletters, flyers and brochures using Adobe InDesign. Instructor provides handouts. Prerequisite: *Adobe InDesign Introduction or approval of computer coordinator*. **CRN #11615** 1 Thursday, 5/8, 9 a.m.-noon **MCC Bldg. LRC B141** (limited seating) Fee: \$65
Instructor: **Valerie Scott**

Adobe InDesign: PrePress

Are you preparing a file to go to a professional printer? If so, what do you need to do to be sure your electronic files go to press correctly? This course will cover basic file management in regards to color, (CMYK vs. RGB), trapping, bleeds and crop marks, file size, bringing an art file into a layout program, links, fonts, and exporting a file into a PDF. Instructor provides handouts. Prerequisite: *Adobe InDesign Introduction or approval of computer coordinator*. **CRN #11617** 1 Thursday, 5/8, 1-4 p.m. **MCC Bldg. LRC B141** (limited seating) Fee: \$65
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 #11618** 2 Tuesdays, 4/22-4/29, 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 #11619** 2 Tuesdays, 5/6-5/13, 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; coloring 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, mouse skills, and some Photoshop experience*. **CRN #11620** 2 Tuesdays, 5/20-5/27, 6-9 p.m. **MCC Bldg. LRC B142** Fee: \$95
Instructor: **Richard Hoyer**

Computer Technology

PROGRAMMING

VB.NET Programming Introduction

Visual Basic.NET (or VB.NET) is the latest generation of 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 participants 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. Learn basic programming techniques in the VB.NET language. Learn advanced topics such as modules and classes. Each concept will be demonstrated on VB.NET software in a hands-on environment. Required text: Programming VB.Net 2005 (CD + 180-day trial software), 6th Edition, Bradley & Millspaugh, available at MCC Bookstore for approximately \$98. Prerequisite: *Some experience with programming.*

CRN #11623 3 Fridays, 3/28-4/11, 9 a.m.-4 p.m. **MCC Bldg. LRC B222** (limited seating) Fee: \$295

Instructor: **Chuck Schwartz**

VB.NET Programming Intermediate

This class is a continuation of the VB.Net Introduction course and will build on what students have learned about Visual Basic.NET. More advanced Visual Basic.NET topics such as building your own classes, designing database applications using ADO.NET, enhancing Web applications with ASP.NET, creating database reports with Crystal Reports will be covered. The course will be taught in a hands-on format giving students the opportunity to practice what they are learning as the course progresses. Required text: Programming VB.Net 2005 (CD + 180-day trial software), 6th Edition, Bradley & Millspaugh, available at MCC Bookstore for approximately \$98. Prerequisite: *Completion of the Visual Basic .NET Introduction course or equivalent experience with Visual Basic.*

CRN #11625 3 Fridays, 4/18-5/2, 9 a.m.-4 p.m. **MCC Bldg. LRC B222** (limited seating) Fee: \$295

Instructor: **Chuck Schwartz**

NEW VB.NET Programming Advanced

This class is a continuation of the VB.Net Intermediate course and will build on what students have learned about Visual Basic.NET. More advanced Visual Basic.NET topics such as building your own classes, designing database applications using ADO.NET, enhancing Web applications with ASP.NET, and creating database reports with Crystal Reports will be covered. The course will be taught in a hands-on format giving students the opportunity to practice what they are learning. Required text: Advanced Programming Using Visual Basic 2005 (CD + 180-day trial software), available at MCC Bookstore for approximately \$95. Prerequisite: *Completion of the VB.NET Intermediate course or permission of instructor or computer coordinator.*

CRN #11627 3 Fridays, 5/16-5/30, 9 a.m.-4 p.m. **MCC Bldg. LRC B222** (limited seating) Fee: \$295

Instructor: **Catherine Seaver**

VBA (Visual Basic for Applications) Introduction

Everyday tasks in Office applications such as Word, Excel, Access and PowerPoint can be performed easily using macros with Visual Basic for Applications (VBA). Learn how to use VBA to automate activities such as deleting duplicate data, printing multiple documents or reports, simplifying the user input process and transferring data from one application to another. This class will be taught in a hands-on format, giving students the opportunity to practice what they are learning as the course progresses. Required text: Office VBA Macros You Can Use Today: Over 100 Amazing Ways to Automate Word, Excel, PowerPoint, Outlook, and Access; Gonzalez, Meister, Ozgur, & Dilworth; available at MCC Bookstore for approximately \$28. Prerequisite: *VBA does not require prior programming experience, although familiarity with the Office applications is required.*

CRN #11632 3 Tuesdays, 5/20-6/3, 9 a.m.-4 p.m. **MCC Bldg. LRC B222** (limited seating) Fee: \$295

Instructor: **Catherine Seaver**

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. Platform skills show you the performance implications of language features, let you take advantage of the services such as garbage collection and object finalization, and allow you to perform practical tasks such as deployment. C# provides all the features expected of a modern object-oriented programming language: class, interface, inheritance, polymorphism, encapsulation, etc. In addition, the language offers some new and powerful innovations such as properties, indexers, delegates, events and attributes. Department of Labor statistics show an increasing demand for C# programmers. Ride the next wave! Required text: Beginning Visual C# 2005, Watson & Nagel, available at the MCC Bookstore for approximately \$40. Prerequisite: *Understanding of general programming techniques or with the permission of the instructor/computer coordinator.*

CRN #11633 4 Thursdays, 4/3-4/24, 6-9 p.m. **MCC Bldg. LRC B141** Fee: \$195

Instructor: **Chuck Schwartz**

C++ Introduction to 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 #11634 5 Mondays, 3/3-3/31, 6-9 p.m. **MCC Bldg. LRC B142** Fee: \$250

Instructor: **Clayton Walnum**

PHP & MySQL Introduction

PHP & MySQL are popular, open-source technologies that are ideal for quickly developing database-driven Web applications. 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 then demonstrates interactions between PHP and the database. Learn programming and database development techniques, build MySQL database driven web applications with PHP, and apply your learning to sample projects. Required text: PHP Programming with MySQL, Gosselin, Thomson/Course Technology, available at MCC Bookstore for approximately \$80. Prerequisite: *Basic Windows, keyboard and mouse skills required. Knowledge of basic database concepts is recommended.*

CRN #11636 3 Fridays, 5/16-5/30, 9 a.m.-4 p.m. **MCC Bldg. LRC B142** Fee: \$295

Instructor: **Chuck Schwartz**

NEW Southern Italy—Cuisine of the Sun: Exploring Foods of the Mezzogiorno

The South of Italy, known as the “Mezzogiorno,” includes Sicily, Calabria, Basilicata, and Puglia. Its cuisine is much less familiar to the American home than northern Italian cooking. Come join Chef Dave as he shares his joy in teaching, cooking and eating this fresh and healthy Cuisine of the Sun, which will include: Trapani Focaccia, Bean Soup with Escarole, Ciambutella (a frittata-like sausage and tomato dish); Sicilian Orange, Red Onion, and Fennel Salad; Braised Squid with Potatoes (properly cooked, squid is wonderful!); Beef Bracioline; Campania-Style Polenta; and Mint-Marinated Hard Winter Squash. Highlights will include making dough from scratch, using the new triple-safe pressure cookers, and enhancing knife and kitchen skills through one-on-one interaction with the chef. Materials fee: \$20, payable to instructor at the beginning of class.

CRN #11891 1 Saturday, 3/15, 12:30-4 p.m. **MCC Bldg. Lowe L293 (South Kitchen)**, meet at the Culinary Arts Center Fee: \$45

Instructor: David deMercado is the owner and chef of “Dinner As You Please Personal Chef Service,” which provides custom-designed menus in the home to time-challenged professionals and for parties of any occasion. Chef David is also chef/instructor at Sur La Table, and has taught several multi-course cooking series at Glastonbury High School through their Adult Continuing Education Program.

NEW Tempeh: Tofu’s Textured and Cultured Cousin

So what is it? These days, the majority of Western people know what tofu is, but what about tempeh? Tempeh is a cultured bean cake and Indonesian specialty, which has a 400-year-old history and is no newcomer to the world of food. Join award-winning chef Ken Bergeron as we prepare and sample Seasoned and Baked Tempeh, Tempeh Ruben Sandwiches, Tempeh Cakes with Roasted Red Pepper Sauce, and other mouth-watering recipes. Materials fee: \$10 (may be less depending on number of students), payable to instructor at the beginning of class.

CRN #11889 1 Friday, 3/7, 6:30-8:30 p.m. **MCC Bldg. Lowe L293 (South Kitchen)**, meet at Culinary Arts Center Fee: \$40

Instructor: Ken Bergeron is a certified executive chef through the American Culinary Federation, with 35 years of professional cooking experience. He was a gold medal winner in the “Culinary Olympics” in Frankfurt, Germany, in 1992, and has also been recognized as Chef of the Year through the Connecticut Chefs Association. He has appeared on TV and public radio on numerous occasions, and is the author of Professional Vegetarian Cooking.

Tofu: Now that I Bought It, What Do I Do With It?

Award-winning chef Ken Bergeron is back to talk about the different types of tofu, and how it can be used and served. You will learn basic handling techniques of tofu, and then observe how it’s prepared in three different ways: roasted; in a savory salad as an almond cutlet; and in a dessert as silken tofu. You will get to enjoy the results while learning! Materials fee: \$10 (may be less depending on number of students), payable to instructor at the beginning of class.

CRN #11890 1 Friday, 4/11, 6:30-8:30 p.m. **MCC Bldg. Lowe L293 (South Kitchen)**, meet at Culinary Arts Center Fee: \$40

Instructor: Ken Bergeron

NEW Pizza, Pitas and Gyros

Whether it’s basketball or hockey season, you know those armchair athletes will be glued to the tube. Treat your sports enthusiasts to homemade pizza and pita or gyro sandwiches. The aroma alone will entice them into the kitchen. A great pizza starts with basic Italian bread dough. Add a great sauce and imaginative toppings—and presto—gourmet comfort food. We’ll learn the secret behind Neal’s thick sauce, a family recipe. We’ll prepare and sample traditional pizza, New Wave Pizza with sauce, broccoli, Monterey Jack and provolone cheese, Garden Variety Pizza with pesto, fresh tomatoes, olives, and marinated artichoke hearts; and Fusion Pizza with humus, sun-dried tomatoes and goat cheese. We’ll also prepare homemade pita loaves and gyros that are so much better than the store variety and can be used with a multitude of fillings. Participants should bring two cotton dishtowels, a medium-sized bowl, and a sharp knife to class. Materials fee: \$12, payable to instructor at beginning of class.

CRN #11764 1 Saturday, 3/8, 12:30-4 p.m. **MCC Bldg. Lowe L293 (South Kitchen)**, meet at Culinary Arts Center Fee: \$45

Instructor: Dorothy Alderman has been teaching cooking and baking for more than 20 years. She has presented food programs to numerous groups, schools, and businesses, in addition to MCC. Articles featuring her classes have appeared in several area newspapers. Since 1994 she has written articles as the Lakeside Gourmet for the Andover Lakeshore News. Her education includes a B.A. in Home Economics, and she has also studied at the Culinary Institute of America and the Institute of Gastronomy and Culinary Arts.

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. Participants should bring a sharp knife. Materials fee: \$20, payable to instructor at beginning of class.

CRN #11765 1 Saturday, 4/12, 12:30-4 p.m. **MCC Bldg. Lowe L293 (South Kitchen)**, meet at Culinary Arts Center Fee: \$45

Instructor: Dorothy Alderman

All About Herbs

Herbs are easy-to-grow plants that can enhance your cooking and baking. Many are perennials that return every year without any effort. Learn how to plant and harvest your own herb garden and how to preserve your bounty. This class will include cooking with herbs and tasting the delicious results of your efforts: herb vinegars and oils, chicken with mint, herb biscuits, lemon herb cookies, salsa, bruschetta, sage and walnut corn cakes, pesto, and rosemary-potato focaccia. Participants should bring a sharp knife to class. Materials fee: \$15, payable to instructor at beginning of class.

CRN #11763 1 Saturday, 5/10, 12:30-4 p.m. **MCC Bldg. Lowe L293 (South Kitchen)**, meet at Culinary Arts Center Fee: \$45

Instructor: Dorothy Alderman

NEW How Baking Works: The Science Behind Your Great Breads and Pastries

So you've been baking great breads, pies and cakes for years—mostly good, some spectacular, and a few duds. But have you ever wondered about what goes on inside your mixer, proofer, or oven? Why are there four kinds of yeast? Two kinds of baking powder? Which do you use and when? Why do millers formulate two dozen different flours? Which one is best for what? Do you know why your spectacular products came out so good? Or why the duds didn't? There is hard science behind the process of baking. By educating yourself to the science of baking, you can become an even better baker! Recommended text: Understanding Baking: The Art and Science of Baking, Amendola & Rees, available at local bookstores.

CRN #11762 1 Wednesday, 4/2, 6-9 p.m. **MCC Bldg. LRC B144**
Fee: \$30

Instructor: *John Gibson* completed a professional bread making course at the King Arthur Education Center, and is an adjunct instructor of culinary arts in the Hospitality Management Program at MCC. He also bakes extensively at his home bakery.

Chai, Curries, and Chutneys

The hallmark of Indian cuisine is in its variety of flavors and aromas. Asian Indians use exotic spices and numerous types of blends in preparing a variety of dishes. The usual Indian meal consists of at least one curried dish and a condiment such as chutney (a relish made of fruits, spices, and herbs). North Indians are also fond of chai, a tea blend mixed with herbs and spices to enhance the flavor, as well as to add healing properties. This class will focus on these three components of a typical Indian meal. Students will learn to make a variety of curried dishes; chutneys and other condiments; and chai tea and other drinks. Materials fee: \$25, payable to instructor at first class.

CRN #11758 3 Sundays, 3/2-3/16, 10 a.m.-1 p.m. **MCC Bldg. Lowe L293 (South Kitchen)**, meet at **Culinary Arts Center** Fee: \$110

Instructor: *Shalini Sharma* was born and raised in India, and enjoys experimenting with different styles of cooking. She earned her bachelor's and master's degrees from Meerut University, India, as well as a diploma in Indian classical dance.



Interested in a cuisine class?
Please register early—instructors need to shop for an approximate number of students.

NEW The Magnificent Wines of Colorado

This course is the first wine appreciation class ever offered outside the state of Colorado that focuses exclusively on the wines of Colorado, making this an historic event. Colorado has become an avid wine-producing state, featuring the noble varieties of grapes. The state's climate is well suited for the growing of premium grapes, and the low rainfall per year helps to eliminate many of the grapes' maladies that other regions have. Award-winning wines will be savored, evaluated and enjoyed by the class. The instructor has been involved with the Colorado Mountain Winefest for the last four years and is well versed with these wines. You bring the munchies, and we'll supply the glasses. Please note: you must be at least 21 years of age to enroll in the class; IDs will be checked in class. Register early, as enrollment is limited. Materials fee: \$20, payable to instructor at the beginning of class.

CRN #11759 1 Friday, 2/22, 6:30-9:30 p.m. **MCC Bldg. Lowe L294 (Culinary Arts Center)** Fee: \$35

Instructor: *Gene Spaziani* is a retired MCC professor who started the first wine-tasting 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*.

NEW American Wines: East versus West

There are wineries in every state in the U.S., and the quality of American winemaking has improved tremendously. In this course you will learn how the Eastern U.S. wines match up against the Western U.S. wines. There will be blind wine-tasting for greater objectivity. The evening promises many surprises and some interesting wines. You bring the munchies, and we'll supply the glasses. Please note: you must be at least 21 years of age to enroll in the class; IDs will be checked in class. Register early, as enrollment is limited. Materials fee: \$20, payable to instructor at the beginning of class.

CRN #11760 1 Friday, 3/28, 6:30-9:30 p.m. **MCC Bldg. Lowe L294 (Culinary Arts Center)** Fee: \$35

Instructor: *Gene Spaziani*

NEW Older Vintages versus Young Vintages

Many older and rare wines will be challenged by their younger counterparts in this unusual session, which will provide more costly wines at not extra charge. This will be an exceptional opportunity to savor older vintages, whose values have risen tremendously. The younger vintages will also be challenged by the older ones. Wine buffs will find this a most rewarding session. You bring the munchies, and we'll supply the glasses. Please note: you must be at least 21 years of age to enroll in the class; IDs will be checked in class. Register early, as enrollment is limited. Materials fee: \$20, payable to instructor at the beginning of class.

CRN #11761 1 Friday, 4/25, 6:30-9:30 p.m. **MCC Bldg. Lowe L294 (Culinary Arts Center)** Fee: \$35

Instructor: *Gene Spaziani*



Participants in Cuisine classes should bring aprons, potholders, a knife, and containers for leftovers.

Culture & History



Saint Francis of Assisi in Ecstasy
Artist: Michelangelo Merisi da Caravaggio

NEW Wadsworth Atheneum Museum of Art: Learning to Appreciate Renaissance and Baroque Art

Expand your appreciation of art by exploring works of art at the Wadsworth Atheneum Museum of Art through lively discussions about the museum's world-renowned collection of European Old Master paintings from the rationale of the Renaissance to the dramatic art of the Baroque. Discover the artistic genius of Fra Angelico, Tintoretto, Zurbaran, Caravaggio, and others, and how art from this period reflects the historical, social and political contexts of the 15th, 16th and 17th centuries. **The final class session will meet at the Wadsworth Atheneum Museum of Art, 600 Main St., Hartford, to experience the art firsthand.** No prior knowledge of art is necessary. Museum admission is included in the course fee.

CRN #11700 4 Fridays, 4/11-4/25, 2-3:30 p.m. **MCC Bldg. AST C211;** & 5/2, 2-3:30 p.m. **Wadsworth Atheneum Museum of Art** Fee: \$60
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.

The Italian Renaissance: Art, Architecture and Florence

Come and enjoy this art-appreciation course about one of the most important periods of art history. We will focus on the Italian city of Florence, the capital of the Renaissance, and the superb art of the great masters of that period. We will analyze the art that reflected the Renaissance ideal: the rebirth of imagination inspired by classical antiquities and humanism. This is a "must" course for art lovers and those who are planning a visit to the amazing city of Florence.

CRN #11705 2 Wednesdays, 5/7-5/14, 7-9 p.m. **MCC Bldg. LRC B208** Fee: \$40

Instructor: **Dr. Akram Erik-Soussi** lived in Italy for ten years and earned a doctoral degree from the University of Florence. He has taught Italian at Central Connecticut State University and the University of Hartford, and frequently lectures about art and architecture, including courses at MCC since 1993.

CONNECTICUT CULTURAL HERITAGE ARTS BUS TOURS

Instructor/Tour guide: **Lynne Williamson** received a graduate degree from the University of Edinburgh, Scotland, has been a museum professional for nearly 30 years, and is an adjunct instructor at the University of Hartford. She is director of the Connecticut Cultural Heritage Arts Program at the Institute for Community Research, a Hartford-based, statewide, folk arts initiative. Lynne led each of the three cultural bus tours last year.

NEW Franco-American Traditions and Maple Sugaring

We will visit the 18th annual Maple Festival in Hebron, visiting several working sugar houses, as well as other maple-oriented activities that are happening throughout the town. The tour will then travel to East Hartford for a late afternoon Franco-American soiree, with traditional music by dynamic, young fiddler Daniel Boucher and friends. Participants will also enjoy a supper of typical French dishes. The course fee includes transportation, entertainment, and food.

CRN #11844 1 Saturday, 3/8, 10 a.m.-7 p.m. **Bus tour leaves from and returns to MCC, Parking Lot C (there is no classroom).** Fee: \$75

NEW Eastern European Art and Traditions

This tour will first travel to Meriden to visit the studio of Marek Czarniecki, who will demonstrate and discuss his icon paintings. He will also offer us a traditional Polish Easter Table, with butter lambs, babka, and other edibles that can be sampled. We will then travel to Broad Street in New Britain, the commercial home of the city's large Polish community, for a Polish lunch and shopping at local stores. The tour then continues to Terryville to see the remarkable icon screen at St. Michael's Ukrainian Church, as well as the traditional egg painting done by Father Paul Luniw. The course fee includes transportation, entertainment, and food.

CRN #11846 1 Saturday, 4/19, 9 a.m.-5 p.m. **Bus tour leaves from and returns to MCC, Parking Lot C (there is no classroom).** Fee: \$75

NEW Exploring Eastern Connecticut's Past through Local History

This class is ideal for anyone who lives in Eastern Connecticut or has an interest in the past. By focusing specifically Hebron—which is celebrating its 300th anniversary!—participants will explore local themes, such as geology, early racial relations, material culture, and regional economics, as well as topics relevant to other Eastern Connecticut towns, while making national and global connections. Maps and early published descriptions, a case study of three local families—the Peters, Gilbert, and Phelps clans—and how the area changed after the Revolution, will also be covered.

CRN #11842 4 Mondays, 3/10-3/31, 7-9 p.m. **MCC Bldg. AST C209** Fee: \$80

Instructor: **John Baron**, a lifelong resident of Hebron, graduated from the University of Connecticut with a degree with distinction focused on Connecticut history. He has worked at Old Sturbridge Village and other museums as a researcher and educator, and has presented his research on Hebron at the prestigious Dublin Seminar sponsored by Boston University.

Of Similar Interest

- Art & Crafts courses on pages 5-9

Culture & History

NEW Town Meeting: Connecticut in the 2008 Spring of Blue ... As in Bruised

The end is coming—a cause for celebration, contemplation, maybe a tickling in our beloved state's political throat ... or might that be gagging? How about a game of whatever? Whatever happened out there in Iowa? Whatever has befallen Hillary? Lieberman? Scrooge, Chris Dodd, weapons of mass destruction? Is HE still in the White House? Has immigration been solved? The Patriots crowned? Obama globally warmed? Baghdad justified? Come, matriculate into stuff like this, worthy of a growl. The board is clearing, the end is coming; the heartburn glows, although the memories of 2007 fade with Excedrin. Hark! The 2008 Election beckons. Let your therapy be eased by church and state and the amiable counseling of this retired reporter who returns to MCC for these special occasions.

CRN #11912 6 Fridays, 4/4-5/9, 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.

NEW New England Lighthouses

Lighthouses have appeal for a variety of reasons—the nostalgia that they evoke; their engineering, architectural and design features; their splendid locations; their symbolism as beacons of safety and security; and their roles in history. Whether you've visited many lighthouses, only a few of them, or even none, you will find this course fun and informative. We will focus on the lighthouses of southern New England, past and present, and their history, structure, and current condition. The course will also include information about lighthouses elsewhere in New England, throughout the U.S. and Canada, and around the world. There will be an opportunity to share your experiences with others, and to learn more about the lighthouses you have already visited or have yet to visit.

CRN #11845 3 Mondays, 4/14-4/28, 6-8 p.m. **MCC Bldg. LRC B208** Fee: \$45

Instructor: Barbara King has an M.A. in history, and has taught high school and college history courses. She is also teaches other courses in the Credit-Free program at MCC.

Medieval Signs and Symbols

People of the Middle Ages were fond of creating representative symbols based on familiar models from their lives. Such images are known as archetypes or prototypes, on which other similar images are patterned. We can find archetypes in recurring contemporary images such as advertising logos, road signs, movie and comic book superheroes, and characters in video and role-playing games. In this course, participants will rediscover medieval archetypes and learn what they meant to the people who created them. Students will look at symbolism in art, heraldic symbols, the use of animal and bird carving in monasteries and churches, symbols in hagiographies (lives of the saints) and where to look for medieval symbols in our own lives.

CRN #11706 1 Tuesday, 5/13, 6-9 p.m. **MCC Bldg. LRC B213** Fee: \$20
Instructor: Stacie Turner earned her master's degree in medieval studies at the University of Toronto. She is a certified teacher in Connecticut.

Voices from the Grave

Do you have a fascination with graveyards? An appreciation for their ornate carvings, humorous sayings, and historical importance? If yes, then this course will satisfy your curiosity! During the first class, the instructor will provide an introduction to numerous New England burial grounds during the years 1620-1799. Topics will include: what distinguishes a cemetery from a burial grounds, the highly symbolic meanings and art of the stone carvings, and the difference between headstones and footstones. Much of the class will be devoted to understanding how the symbolism has changed throughout the years, as well as the life lessons provided through various epitaphs. You'll even get a chance to try stone carving yourself! The second class will meet at Green Cemetery in Glastonbury, home of the "Glastonbury Lady" and numerous poignant epitaphs. Directions will be handed out in the first class. Come and learn about this fascinating way to explore history—you'll never look at graveyards the same again! Please note: students who took this course before are encouraged to return, as the class and field trip will be different. First-timers are, of course, welcome.

CRN #11866 2 sessions, Monday, 5/12, 7-9 p.m.

MCC Bldg. AST C209; & Saturday, 5/17, 9-10:30 a.m.

meets at Green Cemetery in Glastonbury Fee: \$25

Instructor: Bruce Sandy, the pastor of Community Baptist Church in Manchester since 1996 has a passion for teaching, photography, and history—of which come together in this course. He has photographed more than 30 New England burial grounds in preparation for this course.

Dance

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 #11754 7 Tuesdays, 2/26-4/8, 6:15-7:30 p.m.

CRN #11910 7 Tuesdays, 4/22-6/3, 7:45-9 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 #11911 7 Tuesdays, 2/26-4/8, 7:45-9 p.m.

CRN #11757 7 Tuesdays, 4/22-6/3, 6:15-7:30 p.m.

Fee: \$89 (per person)

Instructor: Beverly Burton

Tap Dance for Everyone

Did you ever wish that you had studied tap dancing as a child? Or maybe you started once but never stayed with it? Whether your interest in tap is longstanding or recent, this class is for you. You will find that tap is fun and relaxing, with good exercise included. You will learn basic rhythms and steps, and progress to combinations and routines fit for the dance floor or stage. A partner is not necessary. **Class is held at the Burton Dance Studio, 63 Linden Street, Manchester.**

CRN #11753 7 Thursdays, 2/28-4/10, 6:15-7:30 p.m.

Fee: \$89 (per person)

Instructor: **Beverly Burton**

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 #11755 7 Thursdays, 4/24-6/5, 6:15-7:30 p.m.

Fee: \$89 (per person)

Instructor: **Beverly Burton**

Continuing with Middle Eastern Belly Dance

Eight weeks is simply not enough time to learn all there is to know about Middle Eastern dance. Continue the journey and take the next step! Using the building-block movements learned in *Middle Eastern Belly Dance for Beginners*, this course explores 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. Appropriate exercise or dance clothing (such as sweats, leotards, t-shirts, gym shorts) and footwear (jazz shoes, ballet slippers or socks) are required. Please bring a combination lock in order to store your personal belongings during class. Participants must be at least 16 years old. Prerequisite: *Middle Eastern Dance for Beginners*, or some previous Middle Eastern dance experience.

CRN #11725 8 Wednesdays, 3/26-5/14, 6:30-8:30 p.m.

MCC Bldg. Lowe L155 (Aerobics Studio) Fee: \$99

Instructor: **Tony Leshinskie** (Hijara) has performed Middle Eastern dance since 1989 and is a founding member of Desert Moon Dancers, one of Connecticut's premiere Middle Eastern dance troupes. He has taught Middle Eastern dance classes through several adult education programs since 1998.

Of Similar Interest

- Feldenkrais® courses on page 10
- Fitness courses on pages 32-33

Latin Salsa Dance and Other Tropical Rhythms

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 #11723 6 Thursdays, 4/17-5/22, 6-7:15 p.m.

MCC Bldg. Lowe L155 (Aerobics Studio) Fee: \$99

Instructor: **Oswaldo Tirano**, a native of Colombia, learned Latin dance as part of his cultural heritage. He has studied theater, puppetry, dance and voice at the National University and National School of Dramatic Arts in Colombia. Currently, he is the director of the Grasshopper Puppet Theater and conducts performances and workshops in area schools.

Latin Salsa Dance: Level II

As a follow-up to *Latin Salsa Dance and Other Tropical Rhythms*, this class is for those who have strong Latin foot work and know basic turns with their partners. Students will learn how to become strong leaders and attentive followers, while learning a wide variety of turns based on "cross-body lead" and "salsa step." There will be warm-ups using other rhythms, such as Merengue, Bachata, and cha-cha. Non-marking, athletic shoes must be worn. Please bring a combination lock to store your personal belongings during class.

CRN #11722 6 Thursdays, 4/17-5/22, 7:30-8:30 p.m.

MCC Bldg. Lowe L155 (Aerobics Studio)

Fee: \$80

Instructor: **Oswaldo Tirano**

Musical Theater Dance

Shy newcomers, budding stars, and rusty hoofers are all welcome to kick up their heels in this Broadway-style dance technique class. Have fun while you learn to move gracefully, project a character, and handle props within the choreography of the traditional musical theater dance genre. This course will have you toning, stretching and sweating in an environment where all ages and levels of experience are welcome. Jazz shoes are recommended, but not required. Please wear comfortable, loose-fitting clothes.

CRN #11695 6 Tuesdays, 4/15-5/20, 6-7:15 p.m.

MCC Bldg. Lowe L155 (Aerobics Studio) Fee: \$75

Instructor: **Ann Quinn**, a graduate of MCC, also holds a degree in dance from Connecticut College and a master's degree from Rensselaer. A professional dance educator for more than 20 years, she has taught many styles of dance, including jazz, tap, and musical theater, and currently teaches in the performing arts college of the University of Hartford and at Kingswood-Oxford School.

Drama

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 #11724 8 Tuesdays, 3/4-4/22, 7-9 p.m. **MCC Bldg. AST E113 (Auditorium Backstage)** Fee: \$130

Instructor: *Deb Popillo* is an actress and director for a professional acting troupe and of many community theater productions. She has been teaching acting for more than 19 years at MCC, and also currently works as a casting director for videos, industrials, and commercials.

Introduction to Voice-Overs: 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. **The final class will meet at Radio Station 106.9 WCCC, 1039 Asylum Ave., Hartford.** Directions will be provided by the instructor.

CRN #11727 5 Fridays, 3/14-4/18 (does not meet 3/21), 7-9 p.m. **MCC Bldg. V6 V162** (Class of 4/18 meets at WCCC Radio Station) Fee: \$65

Instructor: *Eric Michael Summerer* is a professional voice-over artist and producer with years of experience in commercials, industrial recordings, animation, audio books, and video games. Commercial and narration clients include New Balance, MedCo Health, Nestle, and SkillSoft. Eric most recently starred in *King of Fighters 2006* for the PlayStation 2 console.

Intermediate Voice-Overs: Character Voice Workshop

Creating characters for animation, commercials, audio books, and video games is more than just talking in a silly voice. Actors who can provide many varied and believable characters will get hired again and again. Building upon the skills learned in *Introduction to Voice-Overs*, students will develop their own archetypal characters that can be called upon and adapted to the needs of each project. Through group exercises and in-class readings, students will create several unique characters that will help them throughout their careers. Prerequisite: *Introduction to Voice-Overs*, or permission of instructor.

CRN #11728 4 Fridays, 4/25-5/16, 7-9 p.m. **MCC Bldg. V6 V162** Fee: \$50

Instructor: *Eric Michael Summerer*

The Art of Commercial Voice-Overs

The voices you hear in radio and TV commercials belong to real people who make good money doing it. You can too! Learn about the commercial voice-over business and the opportunities that are available. Discover what it takes to get into the business and be successful.

Informative topics include: interpreting different styles of Commercial scripts; getting into character; finding your motivation; and taking direction. Learn commercial voice-over etiquette; how to market and promote yourself; and what you need to know to run a voice-over business. Scripts will be supplied for single and multiple voice commercials with in-class, mock auditions. **The final class will meet at Radio Station 106.9 WCCC, 1039 Asylum Ave., Hartford.** Directions will be provided by the instructor.

CRN #11735 5 Wednesdays, 4/23-5/21, 7-9 p.m. **MCC Bldg. V5 V151** (Class of 5/21 meets at WCCC Radio Station) Fee: \$65

Instructor: *Stew Crossen*, commonly known as "Beef Stew," the host of *Sunday Night Blues* on 106.9 WCCC, is a business and broadcast professional with more than 30 years' experience, including work as a news anchor, rock DJ, program director, music director, and commercial and voice-over producer for a variety of radio stations. He is a 2008 recipient of a "Keeping the Blues Alive" Award from The Blues Foundation. Stew is the owner of the Voice Over Workshop, LLC.

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 #11862 3 Mondays, 5/19-6/9 (does not meet 5/26), 6-8:30 p.m. **MCC Bldg. LRC B144** 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.



English as a Second Language

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 MCC Bookstore.

CRN #11777 6 Saturdays, 2/23-4/5 (does not meet 3/22), 9-11 a.m. **MCC Bldg. AST C210** Fee: \$75

Instructor: *Georgiana Newson* received her M.S. in TESOL from Central Connecticut State University, where she is also an ESL instructor in the Intensive English Language Program.

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 2, Thomson-Heinle, available at MCC Bookstore.

CRN #11778 6 Saturdays, 4/12-5/17, 9-11 a.m. **MCC Bldg. AST C210** Fee: \$75

Instructor: *Georgiana Newson*

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.

Recommended texts: Speaking of Values, Schoenberg; & The Idiom Adventure, Watkins, available at local bookstores for approximately \$50 (combined).

CRN #11712 6 Wednesdays, 2/27-4/2, 6-8 p.m. **MCC Bldg. LRC A226** Fee: \$75

Instructor: *Amy Hanover* earned her M.S. in TESOL at Temple University and has taught ESL classes at the Nationalities Service Center in Philadelphia and at Goodwin College.



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. Recommended texts (a continuation of the same texts from Part I): Speaking of Values, Schoenberg; & The Idiom Adventure, Watkins, available at local bookstores for approximately \$50 (combined).

CRN #11713 6 Wednesdays, 4/9-5/14, 6-8 p.m. **MCC Bldg. LRC A226** Fee: \$75

Instructor: *Amy Hanover*

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 to obtain the material necessary for class.

CRN #11714 10 Mondays, 2/11-4/14, 7-9 p.m. **MCC Bldg. V3 V131** Fee: \$125

Instructor: *Ricardo Canal* earned his B.A. in English, with a concentration in writing, at the University of Hartford and an M.S. 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.



GED CLASSES AT MCC

Ongoing Registration
NO CHARGE

Provided by
Vernon Regional Adult Basic Education

(860) 870-6000 ext. 139
for more information and to register.

Family, Finance & Consumer Issues

NEW Girls Take Charge

This one-day leadership conference for middle and high school girls (completing grades 6-12 during school year 2007-2008) offers activities, insights, and interactive sessions to cultivate and nurture leadership skills. Topics include confidence-building, self-image, risk-taking, and communication styles. You'll spend time together, make new friends, have fun, and most importantly, learn key skills that will allow you to take advantage of the many opportunities that are open to you. You'll end the day with a team event whereby you'll put your new skills to use in designing a T-shirt for "Project Yesway."

CRN #11670 1 Saturday, 5/3, 9:30 a.m.-5 p.m. **MCC Bldg. AST E202**, meet in **AST Rotunda** for registration, or register in advance using the *Excursions in Learning* registration form on page 61. Fee \$55
Instructor: Beth Mooney is the founder of "Learning to Lead," a non-profit organization that helps young women learn leadership skills. She created this dynamic "Girls Take Charge" program to specifically meet the needs of girls at middle and high school ages.

NEW Getting the Most from Your College Interviews and Visits: A Workshop for High School Sophomore/Juniors and their Parents

This workshop is designed for high school students and their parents who are planning campus tours and interviews. Topics will include how to prepare ahead of time; how to make your trip enjoyable and fun; what questions to ask ... the tour guide, faculty, students, the interviewer; what to look for during your visit; and how to decide if a college is right for you. Learn how to maximize the benefits for the time and energy you invest in campus visits! 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 #11847 1 Wednesday, 3/12, 7-8:30 p.m. **MCC Bldg. AST D229**
Fee: \$15

Instructor: Dr. Heather Ricker-Gilbert is an educator and independent consultant who counsels students and families on college admissions and the financial aid process. She has worked as an administrator and faculty member at MCC, the University of Connecticut, Eastern Connecticut State University, and Penn State University.

Home Remodeling Workshop for Owners: Taking Control from A to Z

Do you want to remodel your home but you don't know where to begin? Are you afraid that you might not like the final result? Are you nervous that the cost may run higher than you like? How will the remodeling effect the value of your house? In this informative workshop led by a licensed home architect, you'll get the answers you need for developing a strategy and a sketch plan for remodeling your home.

CRN #11855 3 Mondays, 5/5-5/19, 7-9:30 p.m. **MCC Bldg. LRC B208**
Fee: \$95

Instructor: Gary Sweet, a licensed architect, is a partner with *Architectural Design Magic* in Manchester, with more than 35 years of experience helping homeowners achieve their dreams. He is currently restoring and remodeling a *Cheney Home* into the *Morning Star Inn Bed & Breakfast*.

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 #11882 1 Thursday, 3/6, 7-9 p.m. **MCC Bldg. LRC B213** Fee: \$15
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.

Reverse Mortgage Education for Seniors

Intended for children of elderly parents, or for seniors, age 62 and over, who own a home or are considering purchasing a home, this class will provide key information about reverse mortgages. A reverse mortgage allows seniors the ability to tap into their home's equity and to receive either a monthly income, a lump sum of cash, or a line of credit. There are no income or credit qualifications and there is no repayment until the homeowner permanently leaves the home. Reverse mortgages are gaining popularity for the nation's seniors. This class is designed to answer many of the questions regarding how a reverse mortgage works and the reasons for considering this type of loan program.

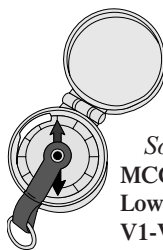
CRN #11883 1 Thursday, 5/15, 7-9 p.m. **MCC Bldg. LRC B213**
Fee: \$15

Instructor: Eric Kincheloe

My Neighbor Has a Living Trust—Should I?

What is a Living Trust and is it right for you? Do you need a Living Trust to avoid Probate Court? How lengthy and expensive is Probate? You'll get answers to these questions and many more from an experienced attorney discussing estate planning and Living Trusts. Topics addressed will include the concept of "funding" a Living Trust and whether it is needed to reduce estate taxes; the difference between a Living Trust and a Last Will and Testament; an explanation of Powers of Attorney; the importance of how your assets are titled; and Living Wills and health care representatives, including how the 2006 Connecticut legislative changes affect these documents. Let's take the confusion out of the process! Materials fee: \$10, payable to instructor at beginning of class, for informational booklet.

CRN #11848 1 Thursday, 3/13, 6:30-8 p.m. **EHCCC Room 6** Fee: \$15
Instructor: Amy B. LaChance is a practicing attorney with the *Czepiga Law Group LLC* of Newington.



BE IN THE RIGHT PLACE AT THE RIGHT TIME

Check your class schedule for location.

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

Family, Finance & Consumer Issues

NEW

Estate Planning for Children and Adults with Special Needs

Children and adults with special needs may receive public benefits under various state and federal programs, such as Medicare, Medicaid, SSDI, or SSI programs. The receipt of an inheritance or personal injury settlement may jeopardize eligibility for those individuals who receive public benefits. In addition, parents who take care of their children with special needs may want to ensure that their children receive appropriate health care, education, and support when the parent is no longer able to provide such care and support. This course will explore a variety of public benefit programs for individuals with special needs. We will also explore estate planning techniques, types of trusts, payback provisions, naming a trustee, and your child's right to an education. Materials fee: \$10, payable to instructor at beginning of class, for informational booklet.

CRN #11849 1 Thursday, 3/20, 6:30-8 p.m. **EHCCC Room 6** Fee: \$15
Instructor: **Amy B. LaChance**

Should I Give my Home to my Children? Gifting Strategies that Prevent you from Going Broke at the Nursing Home

Should I give my home to my children? Will gifting protect my assets for my children if I go into a nursing home? How can I get the State to pay for my nursing home care? You receive answers to these questions and more proven asset-protection planning techniques for long-term care, including the difference between Medicare and Medicaid and the effect of new laws passed by Congress in 2006. You'll get examples on how single individuals and married couples can qualify for Medicaid benefits, while keeping their assets, even with the recent changes in the law. Did you know that the house is a protected asset if one spouse is in a nursing home? Medicaid buzz words, such as "penalty period," "look-back period," and "community spouse protected amount" will be explained. We will also examine what a good, long-term care insurance policy should contain and in what situations such insurance is necessary. Let's take the confusion out of the process; get your questions answered by an experienced attorney. Materials fee: \$10, payable to instructor at beginning of class for informational booklet (please note: this is the same booklet from the course, *My Neighbor Has a Living Trust – Should I?*).

CRN #11851 2 Thursdays, 3/27-4/3, 6:30-8 p.m. **EHCCC Room 6**
Fee: \$25

Instructor: **Amy B. LaChance**

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 #11879 2 Wednesdays, 4/23-4/30, 2-3 p.m. **EHCCC Room 6**
Fee: \$15

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



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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 #11878 2 Wednesdays, 4/23-4/30, 3:15-4:15 p.m.

EHCCC Room 6 Fee: \$15

Instructor: **Frank Germano**

Understanding the Connecticut Probate Courts: Property Transfer upon Death

Did you ever wonder what will happen to your assets when you die? Do you know who will be responsible for administering your estate? Do you know what would happen to your property if you don't have a Last Will and Testament? Did you ever wonder how having a Last Will and Testament affects the transfer of property upon your death? This informative session will address these questions, and provide you with information about how property is transferred upon death. Other topics will include how Wills are admitted into Probate Court; the costs of probate court and inheritance taxes; and the process of probate itself from the initial application through the closing of the estate. Please note: this course is offered to members of the general public for their personal information and does not prepare participants for paralegal or legal careers. Representation of others without admission to the bar as a licensed attorney constitutes the unauthorized practice of law.

CRN #11850 1 Saturday, 3/29, 10 a.m.-2 p.m. **MCC Bldg. AST C212**
Fee: \$20

Instructor: **Joseph Fairchild, J.D.**, has been a licensed attorney in private practice since 1989 and a Connecticut Judge of Probate since 1999. He is an instructor of criminal justice at MCC.

Fitness & Recreation

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 work 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. **Classes meet at the Academy of Martial Arts & Personal Development, 440 Oakland Street, Manchester.**

CRN #11814 8 sessions, Mondays & Wednesdays, 3/10-4/2, 7-8 p.m.

CRN #11817 8 sessions, Mondays & Wednesdays, 4/7-4/30, 7-8 p.m.

CRN #11820 8 sessions, Mondays & Wednesdays, 5/5-6/2
(does not meet 5/26), 7-8 p.m.

CRN #11815 8 sessions, Tuesdays & Thursdays, 3/11-4/3, 9:30-10:30 a.m.

CRN #11818 8 sessions, Tuesdays & Thursdays, 4/8-5/1, 9:30-10:30 a.m.

CRN #11821 8 sessions, Tuesdays & Thursdays, 5/6-5/29, 9:30-10:30 a.m.

CRN #11816 8 sessions, Tuesdays & Thursdays, 3/11-4/3, 6-7 p.m.

CRN #11819 8 sessions, Tuesdays & Thursdays, 4/8-5/1, 6-7 p.m.

CRN #11822 8 sessions, Tuesdays & Thursdays, 5/6-5/29, 6-7 p.m.

Fee: \$45 (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.

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 4th 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, and comprises 15 hours of lecture and 15 hours of practical training. The National Exam is held on the sixth week. Lecture topics include anatomy, exercise physiology, nutrition, and health screening. A subsequent 20-hour internship (not included with this course) and proof of CPR training will prepare you to work successfully in the fitness field. To order the required textbook, which costs approximately \$75, please call (888) 330-9487, or visit www.witseducation.com. The textbook should be purchased in advance and reviewed prior to first class. For the Fitness Center sessions, appropriate work-out clothes and non-marking athletic shoes must be worn. Please bring a combination lock in order to store your personal belongings during class.

CRN #11789 12 sessions, Mondays (classroom) & Wednesdays (Fitness Center), 4/7-5/14, 6:15-9:15 p.m. **MCC Bldg. LRC B144 (classroom) and Lowe L154 (Fitness Center)** Fee: \$540

Instructor: **World Instructor Training School staff**

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.

Advanced Weight Training Techniques for Personal Fitness Trainers

Expand your weight training skills and program design for improved results with your clients. Learn how to explain the importance and benefits of alternating exercises for each major muscle group, while adding new exercises to your repertoire. Learn how to keep your clients interested and balanced with three-, four-, five- and six-day workout programs. Appropriate workout clothes and non-marking athletic shoes must be worn, and please bring a combination lock in order to store your personal belongings.

CRN #11790 1 Wednesday, 5/21, 6:15-9:15 p.m. **MCC Bldg. Lowe L154 (Fitness Center)** Fee: \$60

Instructor: **World Instructor Training School staff**

NEW Nutritional Concepts for Fitness Professionals

Learn how to educate your clients about the relationship between caloric intake, caloric burn, weight loss, weight gain, and body-fat percentages through nutritional awareness. We'll also discuss exercise and diet for safe weight management; the pros and cons of popular diets; the health effects of some common drugs; and nutritional supplements. Please bring a lunch.

CRN #11791 1 Saturday, 2/23, 9 a.m.-4 p.m. **MCC Bldg. LRC B144** Fee: \$120

Instructor: **World Instructor Training School staff**

NEW Partners Training

Come join this strength and conditioning system built on multi-joint movements executed at high intensity. The program delivers fitness that is broad, general and inclusive. We will seek competence in each of ten recognized fitness domains: cardiovascular and respiratory endurance, stamina, strength, flexibility, power, speed, coordination, agility, balance, and accuracy. The load and intensity of the exercises are scaled to a person's gender, fitness level, and work-out experience. Partners work out alongside each other and with each other on exercises designed for males and females, respectively. Therefore, you should register with a work-out partner of the opposite sex, or we can match you with a partner. You must be at least 16 years of age to participate. *Please note: all registrants will be mailed a Physical Activity Readiness Questionnaire (PAR-Q) form prior to class. You must complete and return the form in order to participate in this course. Should medical clearance by your physician be necessary, you will need to consult and obtain permission from your physician prior to attending the first class.* Non-marking athletic shoes and appropriate work-out clothes must be worn. Please bring a combination lock in order to store your personal belongings during class.

CRN #11874 4 Saturdays, 3/1-3/29 (does not meet 3/22), 8:15-9:15 a.m. **MCC Bldg. Lowe L155 (Aerobics Studio)**

CRN #11875 4 Saturdays, 4/12-5/3, 8:15-9:15 a.m.

MCC Bldg. Lowe L155 (Aerobics Studio)

Fee: \$70

Instructor: **Joanne Britton** is assistant director of Fitness and Athletics at MCC. She received a B.S. in physical education and health from Plymouth State University, and is an AFAA-certified personal and group fitness trainer.

Fitness & Recreation

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. You will learn simple chi kung (breathing exercises) and a basic tai chi form by the end of the course. Please note: you may attend any of the three scheduled sections listed below, and in any weekly sequence, in order to fulfill your 16 sessions by the end date. Please be aware that the course does not meet on one Monday (listed below). It will be your responsibility to make sure that you are able to adjust your schedule in order to attend 16 sessions. The instructor will monitor each student's weekly attendance.

Classes meet at Malee's School of Tai Chi & Kung Fu, 991 Main St., Manchester.

CRN #11798 16 sessions - Choose from any combination of the following schedules:

- Mondays & Wednesdays, 4/7-5/28 (does not meet 5/26), 12:30-1:30 p.m.
- Mondays & Wednesdays, 4/7-5/28 (does not meet 5/26), 7:30-8:30 p.m.
- Tuesdays & Thursdays, 4/8-5/29, 5:30-6:30 p.m.

Fee: \$160

Instructor: Malee Khaw, 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.

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 #11792 8 Saturdays, 4/5-5/31 (does not meet 5/24), 10:45-11:45 a.m. **MCC Bldg. Lowe L155 (Aerobics Studio)** Fee: \$90

Instructor: Lorelei Chang, a native of Beijing, China, is a certified Pilates and yoga instructor, and a theater and dance faculty member at Trinity College, Connecticut Concert Ballet, University of Hartford, and the Hartt School Community Division. She began her dance training in classical ballet and Chinese folk dance at an early age, and her career has included 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 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 #11793 8 Saturdays, 4/5-5/31 (does not meet 5/24), 9:30-10:30 a.m. **MCC Bldg. Lowe L155 (Aerobics Studio)** Fee: \$90

Instructor: Lorelei Chang

CONNECTICUT BASIC BOATING

OPTION 1:

This four-session, ten-hour course, taught by volunteers or employees of the Connecticut DEP Boating Division, provides a diploma as partial fulfillment of the requirements for the Connecticut Certificate of Personal Watercraft, which includes the Safe Boating Certificate. Upon successful completion of the course, the student can mail or deliver the diploma to any State DEP office, and combined with an application for certificate and appropriate fee, qualifies the student to obtain the Certificate of Personal Watercraft/Safe Boating. Students must attend all classes to qualify. The Certificate is a one-time, lifetime certification.

CRN #11085 4 sessions, Mondays & Wednesdays, 2/25-3/5, 7-9:30 p.m. **MCC Bldg. Lowe L240**

CRN #11086 4 sessions, Mondays & Wednesdays, 3/24-4/2, 7-9:30 p.m. **MCC Bldg. Lowe L240**

CRN #11087 4 sessions, Mondays & Wednesdays, 5/5-5/14, 7-9:30 p.m. **MCC Bldg. Lowe L240**

Fee: \$15

Instructors: Department of Environmental Protection, Office of Boating Staff

OPTION 2:

Students may receive the same Connecticut Certificate of Personal Watercraft/Safe Boating through single-day classes offered by Professional Marine Education. Please note that this scheduling option carries a higher course fee.

CRN #11119 1 Saturday, 1/26, 8:30 a.m.-4:30 p.m. **MCC Bldg. AST E202**

CRN #11120 1 Saturday, 2/23, 8:30 a.m.-4:30 p.m. **MCC Bldg. AST E202**

CRN #11121 1 Saturday, 3/15, 8:30 a.m.-4:30 p.m. **MCC Bldg. AST E202**

CRN #11122 1 Saturday, 4/5, 8:30 a.m.-4:30 p.m. **MCC Bldg. AST E202**

CRN #11123 1 Saturday, 4/26, 8:30 a.m.-4:30 p.m. **MCC Bldg. AST E202**

CRN #11124 1 Saturday, 5/17, 8:30 a.m.-4:30 p.m. **MCC Bldg. Lowe L240**

Fee: \$95

Instructors: Professional Marine Education staff



BE IN THE RIGHT PLACE AT THE RIGHT TIME

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Some classes meet at off-campus locations.

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V1-V6 = Village
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Fitness & Recreation

Coastal Navigation

Sharpen your boating skills and have the confidence to venture to new places off shore! This course is taught in one, eight-hour session by professional, senior state-certified instructors and is designed for ages 12 and up. Classes are small to ensure that students develop hands-on charting and plotting skills using nautical charts, tools and publications. Topics include longitude and latitude; taking a position fix; dead reckoning; GPS and radar basics; compass deviation and variation; using plotting tools; time, speed and distance calculations; fuel calculations; using a compass; marine time conversions; aids to navigation; cruise planning and more! Students will receive the Department of Environmental Protection Coastal Boater endorsement sticker upon successful completion of this class. Prerequisite: *Completion of a basic safe-boating course or permission of instructor. Please bring a calculator, pen and pencil, notebook, a form of identification, and your lunch to class.*

CRN #11671 1 Saturday, 5/3, 8:30 a.m.-4:30 p.m.

MCC Bldg. AST C203 Fee: \$95

Instructors: **Professional Marine Education Staff**

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 the rain dates listed below.

CRN #11799 2 Saturdays, 5/3-5/10 (two Sundays, 5/4 & 5/11, will serve as rain dates, if necessary), 9 a.m.-noon **MCC Bldg. LRC A108** Fee: \$40

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.

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. Directions will be provided at the first class. 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 #11873 2 sessions, Wednesday, 3/26, 7-9 p.m.

MCC Bldg. Lowe L242; and Saturday, 3/29, 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.

Fly Casting

This course is designed for beginning and experienced fly-fishermen who want to enhance their fly-casting technique. The course will include a brief history of fly-fishing, a discussion of terminology, including rod dynamics and casting styles, and hands-on presentations. The instructor will demonstrate, and students will practice the roll cast, the back cast, straight overhead cast, switch casting, and distance casting. Streamside techniques will also be discussed. Students may bring their own equipment or use equipment provided by the instructor. Participants must be at least 16 years of age. For more information, please call Mike Hiza, coordinator of the fly-fishing series, at (860) 512-2764.

CRN #11796 6 Wednesdays, 5/7-6/11, 7-9 p.m. **MCC Bldg. LRC B144** Fee: \$105

Instructor: **Bill Keister** has fly-fished from Labrador to Chile to Kamchatka, Russia, and has participated in casting competitions and instructed casting clinics through the Connecticut Fly Fishing Association. He is a Federation of Fly Fishers Certified Casting Instructor.

Fundamentals of Pocket Billiards

The game of billiards has shown 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 World Championship Billiards at the first class. **Classes meet at World Championship Billiards, 171 Spencer St., Manchester.**

CRN #11800 3 Tuesdays, 3/11-3/25, 7-9 p.m.

CRN #11801 3 Tuesdays, 4/15-4/29, 7-9 p.m.

Fee: \$40

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.

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. Register with a friend and double your fun! Materials fee: \$14, payable to instructor at first class, for workbook and laminated basic-strategies card.

CRN #11803 3 sessions, Tuesdays & Thursday, 4/29-5/6, 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. Register with a friend and double your fun! Materials fee: \$28, payable to instructor at first class, for workbook, regulation casino dice and laminated reference card.

CRN #11806 4 sessions, Tuesdays & Thursdays, 5/13-5/22, 7-9 p.m.

MCC Bldg. Lowe L142 Fee: \$50

Instructor: *Nino Nistri*

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 #11804 6 Thursdays, 4/17-5/22, 6-8 p.m. **EHCCC Room 6**

Fee: \$75

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.

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 #11802 8 Mondays, 2/25-4/21 (does not meet 4/14),

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."

Checkmate! Chess for Beginners

From its origins in India and Persia in 531 A.D. to contemporary masters like Bobby Fischer and Boris Spassky, 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 #11805 4 Saturdays, 4/12-5/3, 10 a.m.-noon

MCC Bldg. LRC B209 Fee: \$40

Instructor: *Steven Bloom, M.Ed.*, is an MCC adjunct faculty, teaches computer software courses, and has been playing chess for more than 20 years.

$n = pq$ where p and q are distinct primes.
 $\phi, \varphi = (p-1)(q-1)$
 $e < n$ such that $\gcd(e, \phi) = 1$
 $d = e^{-1} \bmod \phi$
 $c = m^e \bmod n, 1 < m < n$
 $m = c^d \bmod n$

NEW

Intrigued by Codebreaking?

Learn it for Yourself!

This course is designed to give you a view into the world of cryptology, which includes both the making and breaking of codes. We will begin with some simple substitution codes, whereby each letter is replaced with another letter, and we'll work our way up to codes that use several alphabets at once. There will be discussion about how to encode and decode your message, assuming that you know what the code is. Particular emphasis will be placed on breaking codes for which you have no available information. We will utilize tools, such as frequency analysis and digraph charts, in order to break these codes. We will also discuss the RSA algorithm, which is the current unbreakable code used to secure the Internet. The level of mathematics that we use in class will depend upon the abilities of the class as a whole.

CRN #11833 3 Tuesdays, 2/26-3/11, 6-8 p.m.

MCC Bldg. LRC B213 Fee: \$40

Instructor: *Kate Lombardi* is a full-time mathematics faculty member at MCC. She has a B.S. in mathematics from Adelphi University and a M.S. in mathematics from the University of Connecticut. Kate has spent time working in several areas of mathematics, including logic, set theory, and cryptology.

Gardening

NEW Painless, Effortless Gardening the Feldenkrais® Way

Many of us garden with our hand, our arm, and with other parts of ourselves. We don't garden with our whole body. If we did, we would not hurt or feel sore at the end of the day. Using the Feldenkrais Method®, this class will focus on how to use all of our body while digging, planting, pulling weeds, and doing other gardening tasks. Feldenkrais is 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. We'll welcome relief from the pain that we typically feel at the end of a day of gardening. No prior Feldenkrais experience is necessary. Please bring a mat (the length of your body), a bath towel, and two small, hard pillows (couch pillows are good) and dress warmly in layers and loosely fitting clothes.

CRN #11774 3 Tuesdays, 3/4-3/18, 6-8:30 p.m. **MCC Bldg. LRC A108**
Fee: \$95

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.

Of Similar Interest

- Other Feldenkrais® courses on page 10

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 #11129 1 Thursday, 2/21, 6:30-9 p.m. **MCC Bldg. LRC B144**
Fee: \$25

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 organic land care professional through Northeast Organic Farmers Association (NOFA).

NEW Organic Vegetable Gardening

We've all heard that we should buy local, organic produce for our health and economy. How much more local can you get than growing your own food in your own back yard, or even on your own deck! In this course, we will discuss various forms of vegetable gardens, selecting crops for a site, soil and light needs for various fruits and vegetables, and the best time of year to plant each of these. Crop rotation and season extenders will also be included to provide food for you and your family throughout the growing season from April to October. All methods that we discuss will be from an organic perspective. This course is for gardeners with at least moderate gardening experience.

CRN #11853 6 Tuesdays, 2/26-4/1, 6:30-8:30 p.m.
MCC Bldg. LRC A226 Fee: \$85

Instructor: Bettylou Sandy

NEW Garden Design Basics

Do you have an idea for what you would like to see in your yard, but you don't know where to start the process? This brief course will cover the fundamentals of creating the right garden for the right space. Each student will learn to include perennials, shrubs, rocks, and trees, as well as consider the contour of the land, light, shade and function, to name a few options for your project. Don't just imagine the possibilities—begin to actualize them! All levels of gardening skill are welcome. Each student should come with a project in mind.

CRN #11823 2 Wednesdays, 3/5-3/12, 6:30-8:30 p.m.

MCC Bldg. LRC B213 Fee: \$30

Instructor: Bettylou Sandy

Organic Lawn Care

Are you looking for alternatives to harmful chemical fertilizers and pesticides for your lawn? In this course we will discuss healthier ways to treat your lawn and landscape. Soil testing and seasonal maintenance will also be covered.

CRN #11813 1 Wednesday, 3/19, 6-9 p.m. **MCC Bldg. Lowe L240**
Fee: \$25

Instructor: Bettylou Sandy

Perennial Gardening the Organic Way

"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 #11852 6 Mondays, 4/7-5/12, 6:30-8:30 p.m.

MCC Bldg. Lowe L142 Fee: \$85

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 #11812 1 Thursday, 5/8, 6-8:30 p.m. **MCC Bldg. Lowe L142**
Fee: \$20

Instructor: Bettylou Sandy

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 field stones and bricks.

CRN #11811 2 sessions, Tuesday & Thursday, 5/20-5/22, 6:30-8:30 p.m. **MCC Bldg. LRC B144** Fee: \$30

Instructor: Bettylou Sandy

NEW Sanskrit for Yoga and Meditation Practitioners

Sanskrit is one of the ancient languages of the world, and is considered the purest form of language to this day. Ancient texts in India were written in Sanskrit. Some of these texts form the basis of yoga, Ayurveda, and other spiritual practices in India, and are very much a part of daily life in India today. Learn the intricacies of this pure and spiritual language. Understand the meaning behind spiritual sounds, charts and mantras. Learn correct pronunciation and diction. By understanding the language of the texts, you may deepen your spiritual practice. Instructor provides handouts.

CRN #11881 6 Thursdays, 4/24-5/29, 6-8 p.m. **MCC Bldg. LRC A108**
Fee: \$90

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 certified in Ayurvedic healing practices, and teaches others to use this ancient healing system to create wholeness in mind, body and spirit.

Of Similar Interest

- Body, Mind & Spirit courses on pages 10-13

Introduction to Arabic

Are you planning a trip to the Arabic world for business or pleasure? This short, intensive course is designed for you. Through lecture and role-play, you will learn the essentials of the Arabic language, including very useful vocabulary, phrases and cultural aspects to assist you in your business meetings, meeting people, shopping, ordering meals, using the telephone, and more! No prior knowledge of the Arabic language is required.

CRN #11740 4 Wednesdays, 2/13-3/5, 7-9 p.m. **MCC Bldg. LRC B208**
Fee: \$80

Instructor: Dr. Akram Erik-Soussi is a native Arabic speaker, who lived in Italy for ten years and earned a doctoral degree from the University of Florence. He has taught Italian at Central Connecticut State University and the University of Hartford, and was the personal interpreter for the President of Sicily during his official visit to Connecticut. He has taught art history and languages for MCC since 1993.

Beginning Latin

Studying Latin helps to develop a better understanding of English grammar; increases vocabulary; boosts verbal skills; and may improve grades and scores on standardized tests. Students will learn the basic structure of the Latin language and simple vocabulary. Then, using crossword puzzles and examples of both classical and medieval Latin, students will begin to practice what they've learned. Students will be surprised along the way with how much Latin they've been using in their daily lives. The history and culture of the Roman Empire will also be discussed, as we read ancient poetry, excerpts from the Latin Mass, and learn the words to a popular drinking song. You'll never think of Latin in the same way again!

CRN #11739 6 Tuesdays, 4/1-5/6, 6:30-8:30 p.m.
MCC Bldg. AST D229 Fee: \$75

Instructor: Stacie Turner studied Latin extensively at the University of Toronto, where she earned her master's degree in medieval studies. She is a certified Latin teacher in Connecticut.

Conversational Italian for Beginners

If you have always wanted to speak Italian but never had the courage to try, then this is the course for you! You will be introduced to the fundamentals of the language, with an emphasis on conversing and role-playing in a very friendly and supportive group. Aspects of glorious Italy, including its culture and art, will be discussed to enhance the learning experience. Required text: Learn Italian the Fast and Fun Way, Danesi, available at MCC Bookstore.

CRN #11746 8 Wednesdays, 3/12-4/30, 7-9 p.m. **MCC Bldg. LRC B208**
Fee: \$160

Instructor: Dr. Akram Erik-Soussi

Of Similar Interest

- The Italian Renaissance: Art, Architecture and Florence on page 25

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 #11880 6 Tuesdays, 4/8-5/13, 6:30-8:30 p.m.
MCC Bldg. LRC A108 Fee: \$90

Instructor: Laurence (Laurie) Kopec studied at the Sorbonne in Paris, France, and earned a bachelor of science degree at Central Connecticut State University. She teaches French to high school level homeschool students, as well as at the Alliance Française in Hartford.

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! Required text: Teach Yourself Beginner's Spanish (book and 2-CD package), 3rd edition, Stacey and Hevia, available at MCC Bookstore.

CRN #11743 6 Tuesdays, 2/26-4/1, 7-9 p.m. **MCC Bldg. LRC B144**
Fee: \$99

Instructor: Carolyn Robins has a B.A. in Spanish from University of Connecticut and a graduate degree in management from Albertus Magnus College. She has taught Spanish at Berlin High School and East Catholic High School, and is also trained in American Sign Language.

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.

Languages

NEW

Introduction to Practical Spanish: Continuation

As a continuation of *Introduction to Practical Spanish*, concepts that will be reinforced are: the Spanish alphabet and pronunciation; Spanish numbers through 100; basic greetings; and pronouns, verbs, and adjectives. The content of this course will be mostly conversational, with an understanding of grammatical concepts facilitating conversation. Be prepared to have some fun too in a relaxed and supportive environment. With nearly 400 million Spanish speakers on the planet, you will be learning the third most spoken language in the world. Required text (students will continue with the same text for Introduction to Practical Spanish): *Teach Yourself Beginner's Spanish* (book and 2-CD package), 3rd edition, Stacey and Hevia, available at MCC Bookstore. Prerequisite: *Introduction to Practical Spanish, or some Spanish language competency.*

CRN #11745 6 Tuesdays, 4/8-5/13, 7-9 p.m. **MCC Bldg. LRC B144**
Fee: \$99

Instructor: **Carolyn Robins**



Photo by
Rima Martin

Conversational Lithuanian for Beginners

In 2009 Lithuania will celebrate its millennium. In addition, Vilnius has been nominated "The European Capital of Culture." If you'd like to visit Lithuania, or perhaps you have Lithuanian roots and have always wanted to learn the language, then this course is for you. You will learn the fundamentals of the language with an emphasis on conversations and role-playing in a very friendly and supportive environment. Discussions on different aspects of Lithuania, including its culture, literature, and history, will enhance the learning experience. Handouts will be provided. Recommended text: an English-Lithuanian dictionary.

CRN #11738 8 Tuesdays, 3/11-4/29, 7-9 p.m. **MCC Bldg. LRC B149**
Fee: \$99

Instructor: **Rima Martin**

Spanish for the Workplace I

The objective of this course is to present realistic situations and specialized vocabulary required by workplace professionals to communicate with Hispanic employees, clients and co-workers. Personalized questions, basic Spanish grammar exercises, role-plays, reality-based activities, and translation and interpretation tasks will provide you with opportunities to practice the basics of Spanish. Topics include introduction to Spanish sounds and the alphabet; greetings and farewells; asking for information and other polite requests; numbers; dates; days of the week; and months of the year. The class will also cover time, telephone skills, critical verbs, and cross-cultural communication, including do's and taboos.

CRN #11656 2 Wednesdays, 4/2-4/9, 1-4 p.m. **MCC Bldg. LRC B144**
(limited seating) Fee: \$85

Instructor: **Linda Burk** is professor of Romance Languages at MCC. She earned her Ph.D. from the University of Illinois.

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.

CRN #11658 2 Wednesdays, 4/30-5/7, 1-4 p.m. **MCC Bldg. LRC B144**
(limited seating) Fee: \$85

Instructor: **Linda Burk**

Conversational Polish for Beginners

If you have always wanted to speak Polish but never had the courage to try, then this is the course for you! You will learn the fundamentals of the language, with an emphasis on basic conversation and role-playing in a very friendly and supportive environment. Discussions on different aspects of Poland, including its culture, literature, and history, will enhance the learning experience. Handouts will be provided. Recommended text: an English-Polish dictionary.

CRN #11741 8 Wednesdays, 2/27-4/16, 7-9 p.m. **MCC Bldg. LRC B149**
Fee: \$99

Instructor: **Rima Martin** is a native of Lithuania and speaks Lithuanian, Russian and Polish. She has been teaching all three languages at MCC since 2002.

NEW

Continue Learning Polish

Students will continue to learn verbs, nouns, pronouns, adjectives, adverbs, and basic vocabulary, building upon lessons begun in *Conversational Polish for Beginners*. Students will learn intermediate Polish grammatical structures, and use these skills to write sentences. Declensions and verb tenses will also be covered. Recommended text: *Beginner's Polish*, Hippocrene Books, available at local bookstores. Prerequisite: *Conversational Polish for Beginners, or some Polish language experience.*

CRN #11742 6 Wednesdays, 4/23-5/28, 7-9 p.m. **MCC Bldg. LRC B149**
Fee: \$75

Instructor: **Rima Martin**

Conversational Russian for Beginners

Russian is one of the most widely used languages in the world. In addition to Russia, Russian is spoken in many other countries, such as Ukraine, Kazakhstan, Turkmenistan, Georgia, the Baltic States, and Mongolia. If you plan on traveling to this part of the world, or have always wanted to speak Russian but never had the courage to try, then this course is for you! You will learn the fundamentals of the language, with an emphasis on conversations and role-playing in a very friendly and supportive environment. Discussions on different aspects of Russia and other Russian-speaking countries, including their culture, literature, and history, will enhance the learning experience. Handouts will be provided. Recommended text: an English-Russian dictionary.

CRN #11747 8 Mondays, 3/10-4/28, 7-9 p.m. **MCC Bldg. LRC B149**
Fee: \$99

Instructor: **Rima Martin**

Languages

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 #11737 6 Thursdays, 3/20-4/24, 6-8:30 p.m.

MCC Bldg. LRC A226 Fee: \$75

Instructor: *Lisa Korstanje-Lee is a native of Holland and speaks fluent Dutch. She is a graduate of MCC's Computer Science program, and now works as a programmer, analyst and consultant.*

NEW Introduction to Sign Language

American Sign Language (ASL) is the sign language that most profoundly deaf and born-deaf people use when communicating with each other. Some people with verbal difficulties also use it to communicate. It is not the same as signed English. It has its own syntax and grammar, making it a bona fide language. You will learn grammatical features, vocabulary, and expressive and receptive conversational ASL skills. You will also learn some of the culture of the deaf community, a brief history of ASL, and the relationship of ASL to other forms of signing. It is a (quiet) beautiful language! Come join us for some fun, while learning this amazing language. Required text: Signing Naturally (Student Workbook, Level 1), Smith, Lenz & Mikos, available at MCC Bookstore.

CRN #11744 8 Mondays, 3/24-5/12, 7-9 p.m. **MCC Bldg. Lowe L213** Fee: \$160

Instructor: *Carolyn Robins*

Music



NEW Jazz on Asylum Hill: Brad Mehldau

West Hartford-raised Brad Mehldau has become, in just a few years, one of the most hailed jazz pianists of his generation. He has recorded more than a dozen albums as a leader, as well as recording with such jazz greats as Pat Metheny and Charles Lloyd. Mehldau combines two personalities—the improviser and the formalist—into a unique and heady approach to the piano, the jazz canon, and his own compositions. This class will provide an introduction to Mehldau's music in anticipation of his solo piano concert on April 24 at Hartford's Asylum Hill Congregational Church. Class attendees will receive a \$5 discount on tickets to the Asylum Hill concert (but tickets are not provided by MCC). This special offer will be discussed in class. Don't miss this rare opportunity to hear a major jazz talent who honed his craft and art in Hartford! More information on the concert can be found at Asylum Hill's web site: www.ahcc.org.

CRN #11756 1 Thursday, 3/20, 6:30-8:30 **MCC Bldg. LRC B144** Fee: \$15

Instructor: *Steve Starger is a veteran writer and piano player. He has taught jazz history courses at MCC and is the co-author of Wally's World: The Brilliant Life and Tragic Death of the World's Second-Best Comic Book Artist.*

NEW The History of Music from the Baroque Era to Classical

This course will cover the history and development of music from the Baroque era to the Classical period. Informative classes will be brought to life through recordings, photographs, and videotapes. Discussion will focus on vocal and instrumental music, music styles, and interpretation. Enrich your heart, mind and soul with this glorious music!

CRN #11871 4 Thursdays, 4/17-5/8, 6-8 p.m. **MCC Bldg. LRC B213** Fee: \$60

Instructor: *Lindita Lole received a bachelor of music in performance from the Academy of Fine Arts in Albania and a master's and professional studies degree in performance from Mannes College of Music in New York City in 2006. She is an internationally known opera singer who has performed in Canada, Germany, France, Italy, Finland, Albania, Greece, and the United States, including a performance at Carnegie Hall as a soloist in Beethoven's 9th Symphony.*

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. A vocal evaluation, with suggestions for improvement, will be included for each student who asks for it. Participants must be at least 13 years of age.

CRN #11734 6 Wednesdays, 3/5-4/9, 7-8:30 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.*

Music

Beginning Guitar

You received a guitar as a gift—or maybe it's been handed down—and you look at it every day and keep telling yourself that you're going to learn how to play. Well, here's your chance! Learn the basics. With five easy chords and two strumming techniques, you can play dozens of familiar tunes in folk, rock, country, R&B, and pop styles. Instructional hand-outs, guitar picks, and music sheets with words and chords will be provided. You will learn tuning; how to transpose keys; basic music theory, including the Nashville Number Theory; and how to use a capo. If you are left-handed, it is recommended that you learn to play right-handed. Please bring your acoustic or electric guitar to all classes.

CRN #11732 6 Mondays, 3/3-4/7, 7-8:30 p.m. **MCC Bldg. V2 V118**
Fee: \$90

Instructor: **Don Donegan**

NEW Continue with Beginning Guitar

As a sequel to *Beginning Guitar*, you will continue with your learning of five basic chords; tuning; how to transpose keys; basic music theory, including the Nashville Number Theory; and how to use a capo. Instructional handouts, guitar picks, and music sheets with words and chords will be provided. If you are left-handed, it is recommended that you learn to play right-handed. Please bring your acoustic or electric guitar to all classes. Prerequisite: *Beginning Guitar*, or some guitar experience.

CRN #11733 6 Mondays, 4/14-5/19, 7-8:30 p.m. **MCC Bldg. V2 V118**
Fee: \$90

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 or Continuing Guitar*, or some guitar playing experience. Required text: *Basic Guitar Writing Book*, Santorella, available at MCC Bookstore.
CRN #11834 10 Mondays, 3/24-6/2 (does not meet 5/26), 7-8:30 p.m. **MCC Bldg. V2 V122** Fee: \$165

Instructor: **David Giardina** performs professionally in many musical styles and has taught guitar privately for more than 20 years.

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 #11857 5 Saturdays, 3/29-4/26, 10 a.m.-noon
MCC Bldg. V2 V118 Fee: \$65

Instructor: **James Hammitt** 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.

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 #11858 4 Saturdays, 5/3-5/31 (does not meet 5/24), 10 a.m.-noon
MCC Bldg. V2 V118 Fee: \$40

Instructor: **James Hammitt**

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 #11704 6 Saturdays, 3/29-5/3, 10 a.m.-noon **MCC Bldg. V2 V117**
Fee: \$150

Instructor: **Ruth O'Neil** 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.

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 #11877 8 Mondays, 2/25-4/14, 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.

Of Similar Interest

- Musical Theater Dance on page 27
 - Broadway Musicals on page 28
-

Photography

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. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #11665 2 Tuesdays, 3/25-4/1, 6-9 p.m. **MCC Bldg. LRC B142**
Fee: \$95

Instructor: Richard Hoyer is a fine art, portrait and location photographer, with more than 20 years of fun and profit in the photo world. He also teaches photography in the adult education program at Worcester Art Museum. His work is exhibited regularly at galleries around the state.

Digital Camera 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. Instructor provides handouts. Prerequisite: *Digital Camera Introduction, equivalent experience, or approval by instructor/computer coordinator.*

CRN #11668 2 Tuesdays, 4/8-4/15, 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: *Basic Windows, keyboard and mouse skills.*

CRN #11667 2 Tuesdays, 3/25-4/1, 1-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

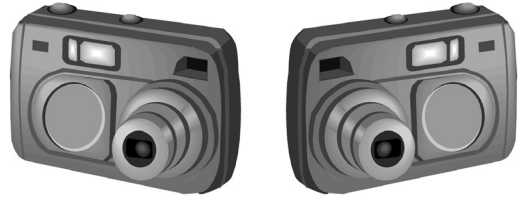
Instructor: Richard Hoyer

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 #11669 2 Tuesdays, 5/6-5/13, 1-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: Richard Hoyer



Organizing your Digital Photo, Audio and Video Data

So now you have millions of new beautiful digital photos. What are you going to do with them and where are you going to put them? This class will look at many methods of storing and sharing your digital photos. Topics will include: burning CDs, using Roxio Easy CD Creator, Photoshop Elements Organizing software, Image-Sharing sites, and more. The class will include demonstrations, as well as technical and practical advice on the topic of photo storage. We will also look how to show your recently organized photos as a slide show presentation, which can be used for birthdays, anniversaries, family reunions, weddings, and business events. Instructor provides handouts. Prerequisite: *Basic Windows and typing skills.*

CRN #11621 2 Tuesdays, 3/11-3/18, 6-9 p.m. **MCC Bldg. LRC B142**
Fee: \$95

Instructor: Richard Hoyer

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. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #11666 2 Mondays, 4/21-4/28, 6-9 p.m. **MCC Bldg. LRC B142**
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 #11787 2 Thursdays, 5/1-5/8, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: Richard Hoyer

Photography

ADVANCED TECHNIQUES IN DIGITAL PHOTOGRAPHY SERIES

As a sequel and supplement to Digital Camera I & II, this new series of course modules for the digital photographer focuses on specific technical skills and aesthetic considerations. Ongoing modules will be developed and offered in future credit-free terms.

Instructor: Richard Hoyer

NEW Advanced Digital SLR

This class is designed for those who wish to build upon their existing knowledge and experience with Photoshop and their digital SLR camera. We will concentrate on advanced topics relating to photography with digital SLRs and improving images with Adobe Photoshop CS3. Our camera work will focus on exposure and image quality-control in a variety of challenging lighting situations, including creative use of both on- and off-camera flash units. In the digital lab we will be using Adobe Photoshop CS3 to explore the many subtleties and nuances of the digital imaging workflow, while delving into topics such as tricky color correction of problem images, advanced masking techniques, combining multiple images for contrast control or creative effect, nondestructive editing, and elements of Adobe Camera RAW. You must bring your digital SLR camera to class. Prerequisite: *Using Your Digital SLR* is highly recommended.

CRN #11876 1 Thursday, 5/15, 6-9 p.m. **MCC Bldg. LRC B141**

Fee: \$40

Digital Exposure Techniques

One of the advantages of a digital camera is being able to check your shot once you have taken it. This class will show you what to look for when you are taking the photo and how to look at, understand, and evaluate what you are looking at. We will also view sample images and explore the fine art of histograms, both in the camera and on the computer. In addition, we will consider ways to better control the camera and master exposure techniques, and when all else fails, how we can use computer and image-editing software to correct the exposure. Get the practical advice you need for the exposure you want!

CRN #11886 1 Thursday, 5/22, 6-9 p.m. **MCC Bldg. LRC B141**

Fee: \$40

NEW Advanced Seminar in Photographic Composition

This class is for experienced photographers who want to take their skill one step further and learn "the art of photography." Whether choosing to shoot a realistic, large landscape or create a close-up abstraction, this class will help you "design" a better photograph. We will study in depth the different elements of composition, such as light and shadow; the use of line, form, patterns, texture, and color theory; and both black-and-white and color photography. Students will be expected to complete assignments for each class. Both digital and film shooters are welcome. Required textbook: *Photographing the Patterns of Nature*, Braasch, Amphoto Books, available at MCC Bookstore.

CRN #11868 9 sessions, 7 Mondays (on mostly alternate weeks), 2/25; 3/3; 3/17; 3/31; 4/7; 4/21 & 5/5, 7-9 p.m. **MCC Bldg. AST D229** & 2 Saturday field trips, 3/8 & 3/29, will meet off-campus, sites and times to be discussed in class. Fee: \$180

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.

NEW My Publisher

My Publisher is a software package that allows you to create a professional coffee table book from images or documents that can be converted into a JPEG format. You need to bring to class 20 high-resolution digital photographs on any subject. These images must be shot with a digital camera or scanned in at 200 dpi or above. You will learn how to digitally assemble these images into your very own book, as well as how to create a book jacket for your book and give it that professional, polished look. Prerequisite: *Basic computer knowledge and a 512 (or bigger) thumb drive.*

CRN #11870 2 Tuesdays, 3/4-3/11, 6-9 p.m. **MCC Bldg. LRC B141**

Fee: \$75

Instructor: Carmine Filloramo

Photography for the Tourist

This unique course will consist of two parts: the first part will feature a slide show of the instructor's recent trip to Snow Bird Hill in Antarctica and other sites along the way. He will also talk about the cameras that he used to shoot the film. The second part of the course will include a discussion about what kinds of camera equipment you should bring on vacations in which a lot of photographic shooting will be done; how to get the most out of your digital camera; comparing optical zooms to digital zooms; image formats and conversions; elements of good picture-taking; and using imaging software. A brief explanation of Photoshop Elements will also be provided.

CRN #11869 1 Monday, 5/19, 7-9 p.m. **MCC Bldg. LRC B141** Fee: \$25

Instructor: Carmine Filloramo

Photographic Lighting Workshop

Have you ever wished that your photos looked better? Maybe you had a great subject and good composition, but the light just wasn't right. Let a professional photographer show you the way to better lighting. Both beginning and intermediate photography students will find this course valuable. You'll learn how to use many different (affordable) types of light, from the sun to incandescent and electronic flash. There will be demonstrations of techniques and assignments that will incorporate what you've learned. Students will shoot both black-and-white film and color slides for assignments. Students will also discuss the possibility of having one class meet off-campus at a local park. By the time you finish this course, you'll see light in a whole new way! Please bring your 35mm or digital camera and lenses, as well as a hand-held meter if possible. Additional expenses: \$25-\$40 for modeling fees and materials used in class. Prerequisite: *A basic knowledge of photography is required.*

CRN #11885 8 Saturdays, 3/29-5/17, 9-11 a.m. **MCC Bldg. AST D212** Fee: \$120

Instructor: Hunter Neal is a commercial professional photographer in the greater Hartford area with more than 20 years of experience, and has had his own business for the past 14 years. He is a graduate of Rochester Institute of Technology's Pro Photo Program.

Of Similar Interest

- Digital Imaging & Design courses on pages 20-21
-

Professional Development

JOB SEARCH 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 FREE and open to students, alumni, and the public. Pre-registration, however, is required, using the registration form on page 67. Instructor: **Carl Ochnio, M.S.**, is director of Career Services at MCC.

Effective Résumé Writing

Build résumé-writing confidence. Whether you're writing your first résumé or updating an existing one, this workshop provides the skills necessary to develop this competitive marketing tool.

CRN #11900 1 Thursday, 2/14, 6-7:15 p.m.

CRN #11901 1 Thursday, 3/6, 6-7:15 p.m.

CRN #11902 1 Thursday, 4/3, 6-7:15 p.m.

MCC Bldg. Lowe L177 (Career Services Office)

Fee: Free

Interviewing Skills

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 #11906 1 Thursday, 2/21, 6-7:15 p.m.

CRN #11907 1 Thursday, 3/13, 6-7:15 p.m.

CRN #11908 1 Thursday, 4/10, 6-7:15 p.m.

MCC Bldg. Lowe L177 (Career Services Office)

Fee: Free

Job Search & 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 #11903 1 Thursday, 2/28, 6-7:15 p.m.

CRN #11904 1 Thursday, 3/27, 6-7:15 p.m.

CRN #11905 1 Thursday, 4/17, 6-7:15 p.m.

MCC Bldg. Lowe L177 (Career Services Office)

Fee: Free

2008 JOB FAIR A WORLD OF OPPORTUNITIES

Saturday, April 12, 2008

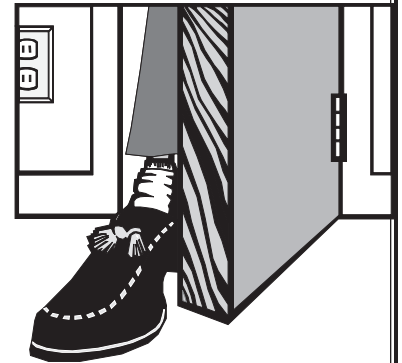
9:00 a.m. – 1:00 p.m.

**Arts, Sciences and Technology Center
Manchester Community College**

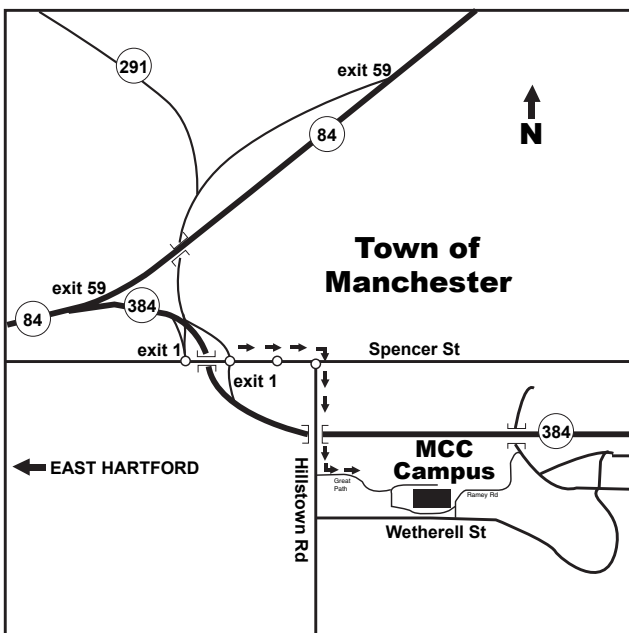
Over 65 participating companies.

Sponsored by Manchester
Community College,
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and the
CT Department of Labor.

**For more information,
call (860) 263-6306
or visit
www.ctdol.state.ct.us**



Directions to Manchester Community College



From Hartford: From I-84 Eastbound, take exit 59 to I-384. Immediately take exit 1. Turn left onto Spencer St. (eastbound). Turn right onto Hillstown Road. Take first left onto Great Path and proceed to stop sign. Take a right onto Founders Drive South to Lot C or a left onto Founders Drive North to Lot B.

From Boston: Take I-84 Westbound. Take exit 59 onto I-384. Immediately take exit 1. Turn left onto Spencer St. (eastbound). Turn right onto Hillstown Road. Take first left onto Great Path and proceed to stop sign. Take a right onto Founders Drive South to Lot C or a left onto Founders Drive North to Lot B.

From Bolton: (I-384 Westbound): Take I-384 Westbound. Take exit 1. Turn right at the light onto Spencer St. Eastbound. Turn right onto Hillstown Road. Take first left onto Great Path and proceed to stop sign. Take a right onto Founders Drive South to Lot C or a left onto Founders Drive North to Lot B.

From Springfield: Take I-91 South. Take exit 35A to I-291 Eastbound, to I-384. Immediately take exit 1. Turn left onto Spencer St. (Eastbound). Turn right onto Hillstown Road. Take first left onto Great Path and proceed to stop sign. Take a right onto Founders Drive South to Lot C or a left onto Founders Drive North to Lot B.

Professional Development

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. Please note: the option of taking this course at night may be available.

Please call Business and Industry Services: Cookie Melito at (860) 512-2817 or Eileen Stern (860) 512-2812, for more information.

CRN #11892 71 sessions, Monday-Friday (begins on a Wednesday), 1/23-5/2 (does not meet 2/18 & 3/21), 9 a.m.-3 p.m.

MCC Bldg. V4 V141 Fee: \$2,500

Instructor: **Richard Dwire**



OPEN HOUSE

Precision Machining Training

Interested in training that can lead to a good hourly wage and benefits?

Do you have mechanical aptitude and an interest in technology?

If "yes," please attend:

NEW Careers for the Next Generation:

Precision Machining, Computer-Aided Design (CAD), and Computer Numeric Controls (CNC)

Precision Machining, Computer-Aided Design (CAD), and Computer Numeric Controls (CNC) are hot careers for the coming decades. Today, manufacturers are challenged to find highly skilled technical workers. In addition, manufacturers expect that 25 percent of their workforce will be retiring within the next five years. Mary deManbey, program manager at The Connecticut Business and Industry Association (CBIA), will inform you as to what manufacturers need, what jobs are in demand, and the salaries that they might command, as well as some innovative educational programs that CBIA is providing to increase the pipeline of the next generation of skilled manufacturers. A question-and-answer period and a tour of the Precision Machining lab will be provided. Come join us to see if a career in manufacturing is right for you.

CRN #11887 1 Wednesday, 2/13, 6-8 p.m. **MCC Bldg. Lowe L142** Fee: \$15

Facilitators: **Richard Dwire**, lead instructor, and **Cookie Melito**, program coordinator, at the Precision Machining Institute, MCC.

DateWednesday, March 12, 2008

Time:4-6 p.m.

**Location:.....Manchester Community College
Village Building #4, Room V141**

**Call Cookie Melito at (860) 512-2817
for more information or to register.**

Building and Maintaining a Successful Business

Do you have an idea for your own business or consulting practice, but don't know how to get started? In this brief, intensive workshop, you'll get all the tips, tricks, techniques, and business knowledge you need to succeed and make your idea profitable. You will also learn how to reach clients with a sellable identity; close contract deals; and develop an effective marketing plan. After this class, you'll have an understanding of all the planning and communication tools that are needed for a successful and profitable business or consulting practice.

CRN #11856 1 Saturday, 4/19, 9 a.m.-1 p.m. **MCC Bldg. LRC B144** 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.

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 #11788 2 Saturdays, 4/26-5/3, 9 a.m.-5 p.m.

MCC Bldg. Lowe L240 Fee: \$195

Instructor: **Paul Rich** has been a S.M.A.R.T. instructor for MCC and other CT community colleges for the past three years, and has worked in the bartending industry for more than 12 years.

Professional Development

REAL ESTATE



Continuing Education for Real Estate Professionals

The following courses meet the requirement for 12 hours of continuing education every two years for licensed real estate salespeople and brokers:

- **Mandatory Current Issues in Real Estate I**
CRN #11449 1 Friday, 3/28, 9 a.m.-noon
- **Mandatory Current Issues in Real Estate II**
CRN #11450 1 Friday, 3/28, 12:30-3:30 p.m.
- **Environmental Issues**
CRN #11452 1 Saturday, 3/29, 9 a.m.-noon
- **Real Estate Foreclosure**
CRN #11453 1 Saturday, 3/29, 12:30-3:30 p.m.

Instructor: **Andrew G. Pappas** is a CT licensed broker with 20 years of teaching experience in the real estate field, and he represents MCC within the Real Estate Consortium of Connecticut Community Colleges.

All courses are held in MCC Bldg. Lowe L142.

Fee per course is \$60.

TAKE ALL FOUR COURSES AND SAVE \$30!

CRN #11451 1 Friday, 3/28 & 1 Saturday, 3/29, 9 a.m.-noon & 12:30-3:30 p.m. both days **MCC Bldg. Lowe L142** Fee: \$210

*Students taking all four courses are encouraged to bring a lunch on both days.

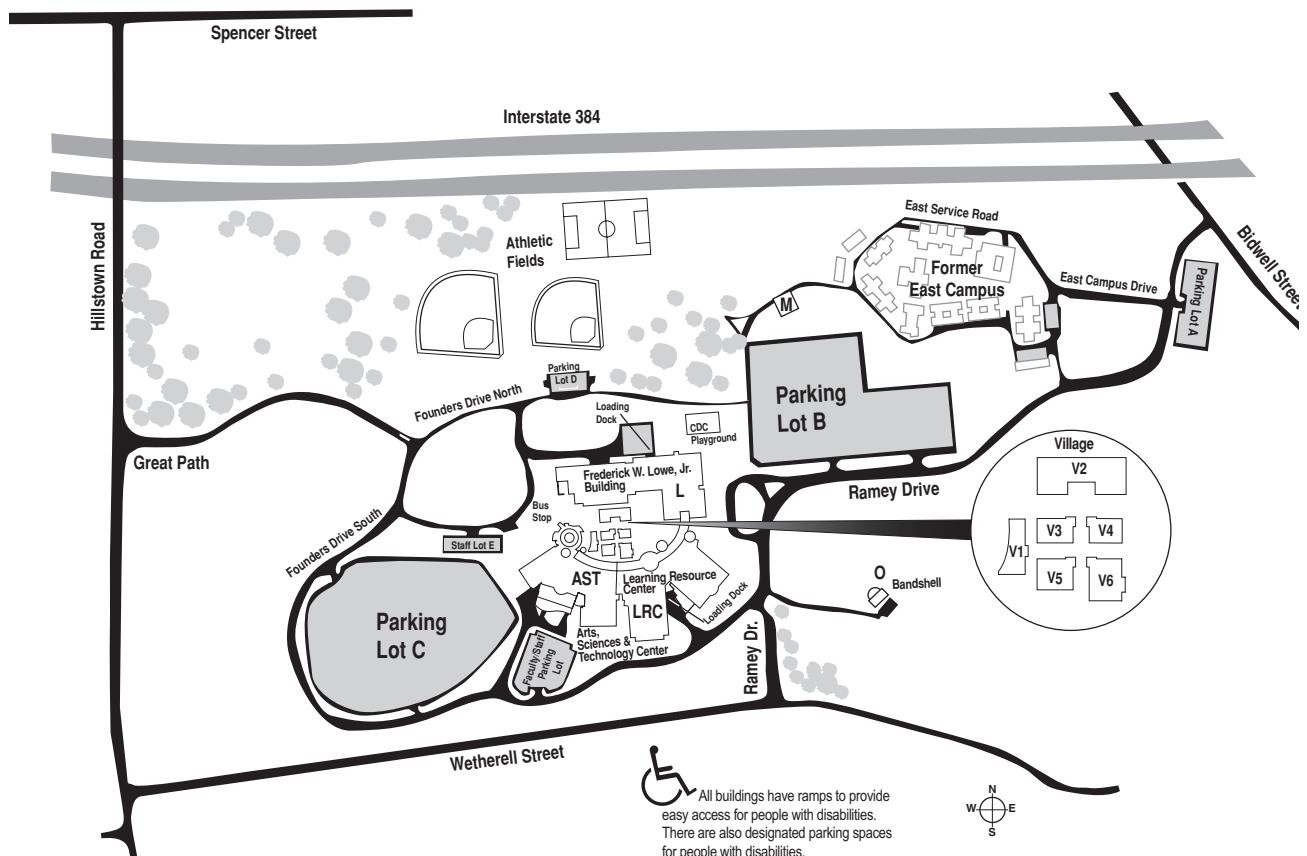
Coming to Credit-Free Programs in Fall '08

Financial Planner Preparation

Prepare to take the Certified Financial Planner (CFP®) exam through MCC's CFP® Board-approved program. Designed for individuals employed in the financial planning or financial services industry, this program will prepare you to sit for the CFP® exam. Please see the CFP® Board website for a full explanation of the requirements to become a CFP® at <http://www.cfp.net/>. Each course will run one evening per week. Successfully complete six courses, over three or more semesters, and sit for the CFP® exam. Currently, these courses are offered in the MCC credit Business department and will be offered for the first time as a credit-free courses beginning fall 2008.

For more information, contact the Financial Planning Program Coordinator, Donna Waldron at dwardron@mcc.commnet.edu or 860-512-2627.

Manchester Community College Campus Map



Professional Development

REAL ESTATE

Real Estate and 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

The Appraiser Qualifications Board (AQB) of the Appraisal Foundation has adopted changes to the Real Property Appraiser Qualification Criteria that become effective on January 1, 2008. These changes include increased required education. *For a detailed description of these new requirements, please refer to the following website: www.ct.gov/dcp - then click "real estate"*

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. Students must attend at least 60 hours and pass the course with a score of 70 or higher in order to sit for the State exam. Please bring your lunch to Saturday classes. Required texts: Modern Real Estate Practice and CT Real Estate Practice and Law, available at MCC Bookstore.

CRN #11134 11 Saturdays, 1/26-4/19 (does not meet 2/16 & 3/22), 8:30 a.m.-2:30 p.m. **MCC Bldg. Lowe L240**

CRN #11135 16 sessions, Tuesdays & Thursdays, 2/26-4/17, 5:30-9:30 p.m. **MCC Bldg. Lowe L240**

CRN #11148 16 sessions, Tuesdays & Thursdays, 5/6-6/26, 5:30-9:30 p.m. **MCC Bldg. Lowe L240**

Fee: \$399

Instructors: CRN #11134: **Archangelo D'Amato**, a licensed CT broker, brings more than 25 years of real estate brokerage, sales, leasing, development, and property management to the classroom; CRNs #11135 & #11148: **Andrew G. Pappas** Real Estate and Appraisal Commissions Licensure Information

Basic Appraisal Principles

This course is required for those seeking an appraiser's license. Appraiser Qualifications Board (AQB) approval has been granted to Hondros Learning. The course is recognized by the Real Estate Commission for those seeking a broker's license. It may also be of interest to real estate salespeople. Students will discuss real property concepts and characteristics; legal consideration; leases; environmental, geographic and physical factors; economic principles; and market analysis. Students must attend at least 30 hours and receive a passing grade of 70 to receive a course certificate. Required text: Basic Appraisal Principles, Hondros Learning, available at MCC Bookstore.

CRN #11136 9 Wednesdays, 3/5-4/30, 6-10 p.m. **MCC Bldg. Lowe L142** Fee: \$250

Instructor: **Archangelo D'Amato**

Basic Appraisal Procedures

This course is required for those seeking an appraiser's license. Appraiser Qualifications Board (AQB) approval has been granted to Hondros Learning. This course is approved for elective credit toward a real estate broker's license. It may also be of interest to real estate salespeople. We will focus on approaches to value and cover such important topics as defining the problem; collecting and selecting data; analyzing, reconciling final value opinions; communicating the appraisal; property descriptions; geographic and neighborhood characteristics; land and site considerations for highest and best use; improvements; architectural styles; and types of construction. Students must attend at least 30 hours and achieve a passing grade of 70 in order to receive a course certificate. Required text: Basic Appraisal Procedures, 2nd Edition, Hondros Learning, available at MCC Bookstore, for approximately \$45.

CRN #11149 12 sessions, Wednesdays & Saturdays, 5/7-6/18 (does not meet 5/24), 6:30-9:30 p.m. (Wednesdays) & 8:30-11:30 a.m. (Saturdays) **MCC Bldg. Lowe L142** Fee: \$250

Instructor: **Archangelo D'Amato**

Real Estate Law

Approved for broker license candidates, as well as an elective course for real estate salespersons interested in a broker's license, this course covers the legal terminology one needs to know in order to pass the broker's exam. This fast-paced course will focus on the laws and regulations that a CT real estate broker needs to know and cover the following topics: ownership and interests in land, title, and conveyancing; agency and contracts; landlord/tenant, planning, and zoning law; subdivision and condominium law; and real estate financing. Required textbook: Essentials of Practical Real Estate Law, Thompson, available at MCC Bookstore.

CRN #11138 9 sessions, Mondays & Wednesdays, 3/3-3/31, 6-10 p.m. **MCC Bldg. LRC B144** Fee: \$315

Instructor: **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.

MCC REAL ESTATE AND APPRAISAL COURSES MAY QUALIFY FOR VETERAN'S BENEFITS

You may be able to receive monthly benefits for taking
Principles and Practices of Real Estate • Basic Appraisal classes
Call MCC's Financial Aid Office for more
information on Veteran's Benefits at (860) 512-3362 or 512-3388

* Workforce Investment Act funding may be available for unemployed, recently downsized, or underemployed persons. For more information please call MCC at (860) 512-3388.

Professional Development

SKILLS FOR THE WORKPLACE

Help for the Chronically Disorganized

Are you or someone you love finding it difficult or next to impossible to find your belongings, keep scheduled appointments, or meet work deadlines? Do your children resist having friends over because they're ashamed of the condition of your home? Chronic Disorganization (CD) is no laughing matter. It impacts the quality of life on a physical, emotional and spiritual level. The good news is that there's hope. Join us for a frank discussion of the underlying causes and challenges of the individual suffering with CD and learn some strategies to use in working through this problem.

CRN #11837 1 Monday, 4/28, 7-8:30 p.m. **MCC Bldg. V3 V131** Fee: \$15
Instructor: Faith Manierre is the president of Busy Bees Professional Organizing, LLC, and the founding president of the Connecticut Chapter of the National Association of Professional Organizers.

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 desires, 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 #11779 1 Saturday, 4/12, 10 a.m.-noon **MCC Bldg. Lowe L142**
Fee: \$20

Instructor: Roger Abramsky is a much sought-after motivational public speaker in areas such as confidence-building, wellness, and self-esteem. He holds a B.A. from Eastern Connecticut State University.

Speak Easy: The Art of Effective Speaking

One of the scariest moments for many people comes when they have to speak in front of an audience. Can you feel the sweat building up on your palms as you read that sentence? It doesn't have to be that way. Speaking is how we communicate. Effective public speaking is an art that can be learned through specific techniques. This course will help students speak in front of an audience with confidence and effectiveness. Through lectures and exercises, participants will learn the art of speaking without notes, how to present information in an entertaining manner, and how to keep the attention of the audience.

CRN #11772 1 Saturday, 4/26, 10 a.m.-noon **MCC Bldg. Lowe L142**
Fee: \$20

Instructor: Roger Abramsky

Leadership in Project Management

Whether you aspire to being a leader, or have had leadership thrust upon you as a project leader, teacher, or coach, this class will help you to build and flex your leadership muscles. You will see opportunity amid change and crisis; develop your own leadership style; lead with communication, encouragement, and promotion; recognize the ten telltale behaviors of true leaders; earn greater respect, success, and recognition; understand your own leadership potential. You will learn how to be flexible and adaptive without compromising your principles; how to understand leadership as an ongoing process and prepare to assume the role of leader; what vision is, and how to develop it; and how to create winning teams and keep them following your lead. Essentials of Project Management is recommended but not required.

CRN #11642 1 Monday, 4/28, 9 a.m.-4 p.m. **MCC Bldg. LRC B144**
(limited seating) Fee: \$100

Instructor: John Lombardo is certified in project management through the American Management Association. He has been a project management leader for more than 15 years and has led teams of up to 150 members.

NONPROFIT/SMALL BUSINESS

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 #11736 1 Saturday, 3/15, 9:30 a.m.-4 p.m. **MCC Bldg. AST C211**
Fee: \$70

Instructor: Beverly Salzman earned her M.B.A. in Management from Sacred Heart University, and has 20 years of executive nonprofit experience in the greater Bridgeport area, managing small human service organizations and grant writing to various State departments, the Federal government, and local foundations.

Successful Management of a Nonprofit Organization

This course will address building a nonprofit team with both employees and volunteers. The unique relationship with board members will be explored. General management practices of multi-tasking, time management, scheduling, and delegation of duties will be covered. The second class will focus on marketing your nonprofit and budgeting issues. Students will learn how to make the most of their marketing budget, as well as how to find and use free advertising opportunities. Public service announcements, press releases, the Internet, email, public speaking, fairs, and newsletters will be reviewed. Designing, implementing and monitoring program and agency budgets will be presented. There will also be opportunities for addressing individual questions and concerns. Please bring your lunch.

CRN #11720 2 Saturdays, 4/12-4/19, 9:30 a.m.-4 p.m.

MCC Bldg. AST C211 Fee: \$135

Instructor: Beverly Salzman

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.

Writing, Publishing & Literature

NEW

"One-Day College": Express Yourself—From Inspiration to Creation Saturday, April 19

Attention teachers in all of the arts, artists and writers, and appreciators of art—the fascinating realm of CREATIVITY will be explored from interdisciplinary perspectives in this "One-Day College." You will also experience creativity for yourself by choosing from a variety of fun, imaginative and experiential breakout sessions that span the arts. Be enriched, be enrolled in the "One-Day College." The course fee includes a continental breakfast and lunch.

CRN #11773 1 Saturday, 4/19, 8 a.m.-4 p.m. MCC Bldg. LRC A114 (Fireside Commons), meet at Lowe L294, Culinary Arts Center Fee: \$20

Schedule

8:00-9:00 – Continental Breakfast

Lowe L294, Culinary Arts Center (2nd floor, Lowe Building)

9:00-9:15 – Welcome

LRC A114, Fireside Commons (to the rear of the Library)

9:15-10:00 – "The Psychology of Creativity"

What theories, principles, and spiritual underpinnings help us understand the creative process? Why do we all seek expression in our lives? These pertinent questions will be addressed in this presentation.

— Len Dupille, Ph.D., Assistant Professor of Psychology at MCC

10:15-11:15 – Keynote Speaker: Frank Delaney

Frank Delaney was born in Tipperary, Ireland, and after a fledgling career in banking, became a broadcaster with TRE radio and television, the Irish state network, working on documentaries, music programs, and finally as a news reader. In the mid 1970s he joined the Northern region of the BBC in Belfast as their current affairs man in Dublin and covered an intense period of the virtual war known as the Irish "Troubles." Later, after five years of reporting bombings, shootings, kidnappings and sieges, he moved to London, where he began to work in arts broadcasting. In the 1980s he hosted his own talk show, "Frank Delaney," which featured an array of cultural and literary personalities. A skilled raconteur, Delaney is the New York Times best-selling author of *Ireland*. He is a prolific chronicler of history, biography and fiction and brings his eloquent voice to his newest novel, *Tipperary*. A book signing will follow his presentation.

11:30-12:30 – Lunch and Book Signings

12:45-1:45 – Breakout Sessions by MCC Faculty

(Participants will choose *three* and be assigned *one*; see list on right)

2:00-3:15 – "Creativity and the Public Good"

Creations, such as inventions, art, music, literature, and products, benefit society as a whole. American intellectual property law stems from this premise and provides several incentives to promote creativity and innovation. This presentation will provide a general overview of these incentives and how the law protects creation. Participants will discuss the practical application of these laws through a case study based on a recently decided lawsuit involving the intellectual property right in the children's toy, Magna Doodle.

— Brett Boskiewicz, Esq., Robinson & Cole LLP

3:30-4:00 – Wrap-Up and Raffle



Express Yourself:
from
Inspiration to Creation

Artwork
Featured on
Catalog Cover

Breakout Sessions

- A. **Eating Poetry and Other Games for Poets** – Whether you have never written a poem or written all your life, this workshop will get you started on new poems. We'll see that poetry is just the highest form of playing with language and that everyone can play.
— Steve Straight, Professor of English
- B. **Indian Classical Dance** – Learn classical and folk dances that originated 2,000-3,000 years ago in India and were performed in temples as a form of praise. You will watch a presentation and use Yogic mudras (hand and body positions) and props in your own performance.
— Shalini Sharma, Performer & Instructor (with a diploma in classical dance from India)
- C. **Digital Imagery: Imagine That** – The inexplicable becomes real through digital special effects used in video production and movie-making. You will design and execute a special effect, combine it with animation, and upload it to YouTube for fun!
— Maura O'Connor, Associate Professor of Graphic Design
and Ed Hogan, Professor of Fine Arts & Coordinator of Graphic Design and Multimedia
- D. **Weaving Life into Fiction** – In this writing workshop you will weave the truth of your life into fiction, while focusing on the important elements of character, plot, setting and tension. "Tried and true" exercises will get the creative juices flowing!
— Mariana DiRaimo, Professor of English
- E. **Impressive Plate Presentations** – Creativity in the kitchen has to be reflected in food presentation; learn how to better "market" your food. Color, texture, shapes and arrangement work together to say, "a lot of time and thought was spent on this and you're going to enjoy it!" Transform cake and brownies into impressive presentations using sauces, cutouts, and other culinary tricks. Remember—you eat with your eyes!
— Sandra Jenkins, Professor of Hospitality Management
- F. **"Quickie" Still Life Painting Workshop** – A short but brilliant demonstration of still life painting will be followed by an opportunity for you to paint a "quickie" still life! Paint, brushes, and still life props will be provided. Please dress appropriately or bring a smock.
— Richard Harden, Assistant Professor Fine Arts
- G. **Hot Spark!** – This workshop provides a brief introduction to metal welding and fabrication as it relates to the art world. The session includes presentation, demonstration, and hands-on experiences.
— Timothy Kussow, Assistant Professor of Fine Arts & Coordinator of the Visual Fine Arts Program
- H. **Is It Music or Not?** – In this hands-on session, you will be introduced to the process of creating music electronically and explore the impact that this process has on the music industry today.
— Deborah Simmons, Ed.D., Professor of Music
- I. **Want to Read a Play Aloud?** – Immerse yourself in both the spontaneity and the "fun of the challenge" in a variety of roles for several 10-minute plays.
— Kimberly Hamilton-Bobrow, Assistant Professor of English
and Clark Bowlen, Professor of Communication

The Liberal Arts Division of Manchester Community College is grateful to the Adolf and Virginia Dehn Foundation for its generous contribution that has made possible the "One-Day College": *Express Yourself—From Inspiration to Creation*. The Foundation was established several years ago by Virginia Dehn to promote the arts. The Dehn Foundation has made a gift to the Manchester Community College Foundation to support visual arts and poetry, including community programs and support for visiting artists and poets. Virginia and Adolf Dehn devoted their lives to the arts and their works are held in the permanent collection of many museums.

Writing, Publishing & Literature

More Great Books

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

CRN #11694 5 Wednesdays, 2/27-4/23 (meets every other week), 3:30-5 p.m. **MCC Bldg. AST C209** Fee: \$20

Instructors: **Jana Sime**, Math faculty; **Michael DiRaimo**, and **Kimberly Hamilton-Bobrow**, English faculty; **Peter Poulos**, Computer Science/Technology faculty; and **Stephen Starger**, Continuing Education assistant.

2/27 - **The American Plague: The Untold Story of Yellow Fever, the Epidemic that Shaped our History** by Molly Caldwell Crosby.

This book tells the story of the 1878 yellow fever epidemic in Memphis, Tennessee; an epidemic that would cost more lives than the Chicago fire, San Francisco earthquake, and Johnstown flood combined. It is also a narrative journey into Cuba and West Africa, where a handful of doctors would change medical history.

Instructors: **Kimberly Hamilton-Bobrow** and **Jana Sime**

3/12 - **American Buffalo** by David Mamet. Three petty crooks who are overly fond of dirty words plot to steal a coin collection. Through their interactions, Mamet explores the effects of free market capitalism on the relationships among people.

Instructor: **Ken Klucznik**

3/26 - **Maus: A Survivor's Tale** by Art Spiegelman. The author recounts the struggle of his father to survive the Holocaust as a Polish Jew and draws largely on his father's recollections. The book also follows Spiegelman's troubled relationship with his father and the way the effects of war reverberate through generations of a family. In 1992 it won a Pulitzer Prize Special Award.

Instructor: **Stephen Starger**

4/9 - **Infidel** by Ayaan Hirsi Ali. Ali, a Somali-born writer, became famous (and infamous) for her criticisms of Islamic fundamentalism, especially its treatment of women. This vivid memoir sparked both glowing praise and harsh criticism, making it one of the most conversational books of the post-9/11 era.

Instructor: **Michael DiRaimo**

4/23 - **The Blind Side** by Michael Lewis. Lewis is one of thirteen children with a crack-addicted mother. This child is "adopted" off the streets by a white, Evangelical family and ends up in professional football. At the end of the day, this is a story about "doing good."

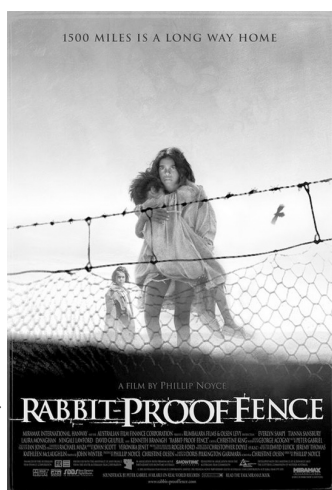
Instructor: **Peter Poulos**

NEW Explorations in Film & Literature: **Rabbit-Proof Fence**

Rabbit-Proof Fence—both the film version and the memoir by Doris Pilkington—depicts the courage of three young aboriginal girls in Australia who resist attempts to take them from their native home and put them in a boarding school where they're to be trained to become more "white." Both the film and the memoir raise interesting questions about colonialism and the accuracy of memory in depicting post-traumatic events. The first class will discuss the book. Students should allow enough time to read the book before the course starts. The book is available at local and online bookstores, and libraries. The film will be shown during the second class, followed by a wrap-up discussion.

CRN #11808 2 Wednesdays, 3/26-4/2, 7-8:30 p.m. (first class) and 7-9:30 p.m. (second class) **MCC Bldg. V5 V151** Fee: \$20

Instructor: **Michael DiRaimo** received his M.A. from Brown University, and is professor of English at MCC, where he teaches a variety of writing and literature courses, including Film Study and Appreciation.



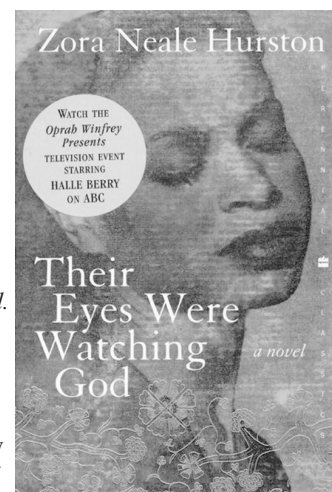
NEW Zora Neale Hurston: **Queen of the Harlem Renaissance**

This casual and informative seminar will examine the life and work of Zora Neale Hurston, the "Queen of the Harlem Renaissance." The first class will look at this famous author's life and examine her most famous work, *Their Eyes Were Watching God*. Students should allow enough time to read the novel before the course starts. The book is available at local and online bookstores, and libraries.

In the second class, students will view the Oprah Winfrey film production of the novel and compare the film to the novel in a post-viewing discussion. The instructor, who is Zora's niece, will also share personal family insights into her aunt's life and work. Participants are instructed to bring their sense of humor to each class.

CRN #11809 2 Wednesdays, 4/23-4/30, 6:30-8:30 p.m. (first class) and 6:30-9 p.m. (second class) **MCC Bldg. LRC B213** Fee: \$20

Instructor: **Lucy Anne Hurston**, assistant professor of sociology at MCC and niece of Zora Neale Hurston, owns her own research company and has done ethnographic research in the Caribbean. Her award-winning biography of her aunt, *Speak So You Can Speak Again*, allows readers a unique and intimate approach to studying the life and works of this famous Harlem Renaissance artist.



Writing, Publishing & Literature

Words on Fire: Exploring Contemporary 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 #11859 1 Monday, 4/7, 7-9 p.m. **MCC Bldg. AST C209** 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.

Poetry for Poets II

As a continuation of *Poetry for Poets*, the focus of this class will be on getting poems ready for publication, investigating publication resources, determining which journals are best for you, and writing introductory letters. You will also be encouraged to enter poetry contests, to complete a chapbook, and to read your poems in public. Your work will undergo rigorous (but always friendly) in-class review. Prerequisite: *Poetry for Poets*, or poets with a body of work seeking publication. Materials fee: \$5, payable to instructor, for publication of a chapbook featuring students' work.

CRN #11707 6 Mondays, 4/14-5/19, 6:30-8:30 p.m.

MCC Bldg. LRC A226 Fee: \$75

Instructor: **John Surowiecki** has published two books of poetry, *The Hat City After Men Stopped Wearing Hats*, and *Watching Cartoons Before Attending a Funeral*, as well as several chapbooks. He has also been published in many journals, including *Poetry*, *Alaska Quarterly Review*, *Prairie Schooner*, *Nimrod*, *Rhino*, and *Indiana Review*. His verse drama, *My Nose and Me*, won a 2007 Pegasus Award. He has both his B.A. and M.A. in English from the University of Connecticut, and makes his living as a freelance writer.

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 #11708 6 Wednesdays, 3/26-4/30, 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.

Consider Yourself Confirmed!

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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: *Elements of Fiction Writing*, or for those with previous writing experience.

CRN #11710 6 Thursdays, 3/27-5/1, 7-9 p.m. **MCC Bldg. AST D229** Fee: \$145

Instructor: **Jordon Pecile**

Writing Historical Fiction

A long and noble tradition, the art of creating historical fiction has taken many forms, from the biographical fictions of Irving Stone depicting Michelangelo (*The Agony and the Ecstasy*) or Vincent Van Gogh (*Lust for Life*) to the contemporary depiction of the final battles of the Civil War as recently depicted in E.L. Doctorow's *The March*. In this introductory course designed for the serious beginner or intermediate writer, the art and craft of writing in the genre of historical fiction will be examined. With good creative writing as the focus, discussion and exercises will include prompts for exploring fictional treatments of history, methods of research, story construction, self-editing, "vetting," outline and synopsis preparation, and proper manuscript submission. Students will be invited, but not required, to read from their written work in class and be asked to submit a synopsis for a work of historical fiction.

CRN #11709 4 Mondays, 3/10-4/7 (does not meet 3/17), 7-9 p.m.

MCC Bldg. LRC B208 Fee: \$60

Instructor: **Jeff Hutton** received his B.A. in English and Creative Writing from the State University of New York and pursued graduate study in literary criticism at the University of Denver. He also studied horticulture and landscape design at the University of San Francisco. His historical novel, *Perfect Silence*, was published by Breakaway Books and was a Book Sense 76 Selection in 2000.

Becoming a Freelance Writer

Have you ever read a newspaper or magazine article and said, "I could have written that!" Or maybe you've asked yourself, "How can I write like that?" Writing stories that editors want to buy and publish isn't easy, but it's not impossible, if you have a passion and talent for writing. Through lectures, discussions, and a workshop approach to writing assignments, you will gain the tools you need to navigate the treacherous waters of freelance writing for both print and Internet markets. Who knows?—the next byline you read may be your own. Please bring paper, pen, and a will to write.

CRN #11824 5 Thursdays, 5/1-5/29, 7-9 p.m. **MCC Bldg. LRC A226** Fee: \$90

Instructor: **Steve Starger** has logged more than four decades as a professional musician and freelance music and arts writer. He is the co-author of *Wally's World: The Brilliant Life and Tragic Death of the World's Second-Best Comic Book Artist*.

Writing, Publishing & Literature

NEW Writing and Illustrating Non-Fiction Books for Young Readers

This course will provide an overview on how to make nonfiction writing for young readers come alive. We will discuss how to compose a text, different illustration options, and researching and selecting topics. We will also cover how to market your book and sell the concept to publishers. One class will meet at a local bookstore.

CRN #11810 6 Mondays, 3/3-4/7, 7-9 p.m. **MCC Bldg. LRC A226**
Fee: \$150

Instructor: **Iris Van Rynbach** earned degrees in Illustration from Parsons School of Design and the New School, and has studied fine arts in Paris. A published author-illustrator whose work has appeared in the *New Yorker*, she has written five books and illustrated eight more. Her books have received numerous awards, including *The Children's Book Council* and *The Social Studies Council* Notable Book Award.

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 #11839 1 Saturday, 4/12, 9 a.m.-1 p.m. **MCC Bldg. LRC B144**
Fee: \$25

Instructor: **David K. Ewen**, M.Ed., has been in the book publishing field since 1994. The publishing house that he founded, Ewen Prime Company, has transformed into a consulting firm. He is also the former executive director of the New England Publisher's Association.

MISHI-MAYA-GAT & SPOKEN WORD & MUSIC SERIES

Now in its 2nd Season – 2007-2008
 at Manchester Community College

All events are free and open to the public.

February 14

Featured Poets: **John Surowiecki**,
The Hat City After Men Stopped Wearing Hats;
 and **Joan Joffe Hall**, *In Angled Light*
 Featured Musician: **John E. Surowiecki**, singer/keyboardist

March 13

Featured Poets: **Faculty from Assumption College**:
David Thoreen and **John Hodgen**, *Grace*
 Featured Musician: **Ken Cormier**, guitar and assorted instruments

April 10

Featured Poet: **Marilyn Nelson**, CT Poet Laureate from 2001-2006;
Carver: A Life in Poems; *The Fields of Praise*
 Featured Musicians: **C-**, folk and rock trio with **Patrick Sullivan**,
Holly June Jacobs, and **Ken Klucznik**

May 8

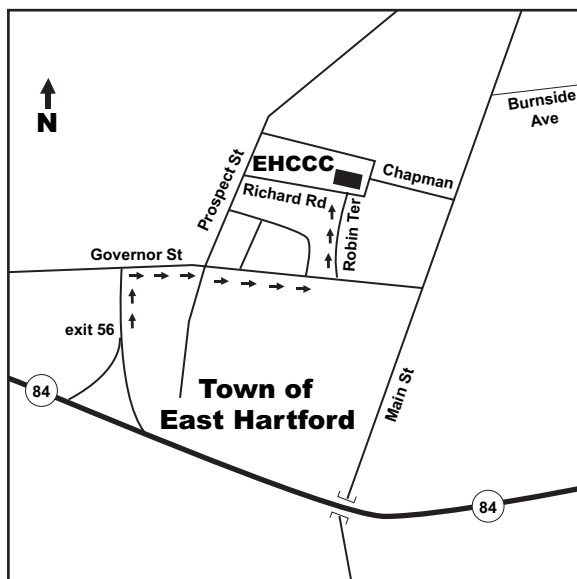
Featured Poet: **Michael Palma**, *A Fortune in Gold*; translator of Dante;
 co-editor of *New Italian Poets*
 Featured Musicians: **Greater Hartford Academy of the Arts**: Jazz trio

Open Mic — 5:45 p.m.
Live Music — 6:45 p.m.
Featured Poets — 7:45 p.m.

Hosted by Stephen Campiglio
 Contact by email: scampiglio@mcc.commnet.edu
 For more information and directions,
 please visit series web page:

www.mcc.commnet.edu/faculty/spoken.php

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.

Online Courses

Full course descriptions at www.ed2go.com/manchcc

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
- Web browser (Explorer, Netscape, Firefox or Safari)
- 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 email address 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 the online instruction center and click the "classroom" link. To begin your studies, simply log in with the email address 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 16

February 20

March 19

April 16

May 21

ACCOUNTING

Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more. \$104

CRN #11191

Accounting Fundamentals II

Give yourself skills that are in high demand by exploring corporate accounting with a veteran instructor. \$104

CRN #11192

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Drawing for the Absolute Beginner

Gain a solid foundation in drawing and become the artist you've always dreamed you could be! \$104

CRN #11214

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 #11215

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 #11189

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 #11188

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 #11207

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 #11205

Building Teams That Work

Learn the secrets of dynamic team building. \$104

CRN #11630

Understanding the Human Resources Function

Learn to handle basic human resource functions to ensure the best possible results. \$104

CRN #11415

Managing Customer Service

Become indispensable to any organization by understanding how to identify and meet customer needs. \$104

CRN #11204

Introduction to Business Analysis

Learn powerful techniques to improve your decision-making skills at work. \$104

CRN #11409

Mastery of Business Fundamentals

Acquire practical experience in strategic planning, management, and finance without enrolling in an MBA program. \$104

CRN #11408

Mastery of Business Applications

Learn what all MBAs know—without going to the trouble of getting an MBA! \$104

CRN #11210

Successful Construction Business Management

Gain a powerful and permanent advantage over the competition by learning how to practice expert business management. \$104

CRN #11410

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 #11209

Manufacturing Fundamentals

Learn the basic skills required to work in the manufacturing field. \$104
CRN #11395

Manufacturing Applications

Increase efficiencies and productivity by learning to apply the principles and concepts of manufacturing. \$104
CRN #11396

Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management. \$104
CRN #11198

Project Management Applications

Experienced project manager teaches you tricks of the project management trade. \$104
CRN #11196

Purchasing Fundamentals

Improve your company's bottom line by mastering the fundamentals of purchasing. \$104
CRN #11194

Purchasing Applications

Become a more effective member of your company by learning to apply advanced purchasing concepts. \$104
CRN #11193

Supply Chain Management Fundamentals

Master the fundamentals of supply chain management and prepare for internationally recognized certification examinations. \$104
CRN #11212

Supply Chain Management Applications

Become more valuable to your organization by learning to improve company processes. \$104
CRN #11211

Total Quality Fundamentals

Learn the basics of total quality management. \$104
CRN #11213

Six Sigma: Total Quality Applications

Learn to apply the elements and methods of Six Sigma to achieve the highest possible quality. \$104
CRN #11199

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 #11406

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 #11416

Learn to Buy and Sell on eBay

Auction pros teach you how to work from home or earn extra income by buying and selling goods online. \$104
CRN #11272

Start Your Own eBay Drop-Off Store

Turn people's unwanted items into a lucrative source of income by starting an eBay drop off store. \$104
CRN #11629

Growing Plants for Fun and Profit

An industry professional teaches you everything you need to prosper in the backyard nursery business. \$104
CRN #11381

Get Paid to Travel

Learn everything you need to start your new and exciting career as a professional tour director. \$104
CRN #11420

Start Your Own Consulting Practice

Find out how you can earn income by sharing your training or knowledge with others. \$104
CRN #11417

Secrets of the Caterer

Learn cooking and business secrets from a professional caterer. \$104
CRN #11380

Wow, What a Great Event!

Looking for a fun new career coordinating special events? Learn proven techniques from a master event planner. \$104
CRN #11190

CAREER DEVELOPMENT

Résumé Writing Workshop

Discover the secret to transforming your tired, boring résumé into a powerful tool that will get you interviews. \$104
CRN #11402

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 #11403

Get Assertive!

Find out how you can stop others from intimidating you or treating you poorly. \$104
CRN #11389

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 #11401

Communicating Like a Leader

Learn to become a great communicator and improve your chances for professional success. \$104
CRN #11226

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 #11392

Individual Excellence: Secrets of Career Success

Master twelve career-enhancing skills including goal setting, time management, personal organization, and creativity. \$104
CRN #11206

Achieving Success With Difficult People

Learn how to have more successful relationships with difficult bosses, coworkers, students, neighbors, or relatives. \$104
CRN #11231

Online Courses *Full course descriptions at www.ed2go.com/manchcc*

Merrill Ream Speed Reading

Acclaimed speed reading expert teaches you how to save yourself time by reading faster with better comprehension. \$104

CRN #11353

Get Funny!

Learn how to use humor to speak more effectively, write better, and increase your popularity. \$104

CRN #11391

COMPUTERS

Basic Computer Literacy

(\$104 per class)

Keyboarding

CRN #11247

Introduction to the Internet

CRN #11270

Introduction to Windows Vista

CRN #11266

Introduction to Windows XP

CRN #11267

Introduction to Linux

CRN #11282

101 Tips and Tricks for the iMac and Macintosh

CRN #11296

Computer Skills for the Workplace

CRN #11248

Computer Applications

(\$104 per class)

NEW Introduction to Microsoft Word 2007
CRN #11253

Introduction to Microsoft Word 2003

CRN #11252

Intermediate Microsoft Word 2003

CRN #11254

Advanced Microsoft Word 2003

CRN #11255

Introduction to Microsoft Excel 2007

CRN #11260

Introduction to Microsoft Excel 2003

CRN #11259

Intermediate Microsoft Excel 2003

CRN #11263

Advanced Microsoft Excel 2003

CRN #11261

Introduction to Microsoft Access 2003

CRN #11262

Intermediate Microsoft Access 2003

CRN #11264

Introduction to Microsoft PowerPoint 2003

CRN #11265

Introduction to Microsoft Visio 2003

CRN #11324

Introduction to Microsoft Project 2003

CRN #11327

Introduction to Microsoft Publisher 2003

CRN #11268

Introduction to Crystal Reports 10

CRN #11323

Introduction to QuickBooks 2007

CRN #11256

QuickBooks 2007 for Contractors

CRN #11258

QuickBooks 2006 for Contractors

CRN #11257

Performing Payroll in QuickBooks

CRN #11393

Introduction to Microsoft Outlook 2003

CRN #11269

Web Page Design, Graphics & Multimedia

(\$104 per class)

Creating Web Pages

CRN #11274

Creating Web Pages II

CRN #11298

NEW Imaging for the Web Using
Fireworks MX 2004

CRN #11299

Introduction to CSS and XHTML

CRN #11320

Designing Effective Websites

CRN #11328

Introduction to Dreamweaver 8

CRN #11300

Introduction to Dreamweaver MX 2004

CRN #11301

Introduction to Microsoft FrontPage 2003

CRN #11273

Achieving Top Search Engine Positions

CRN #11271

Introduction to CorelDRAW X3

CRN #11321

Introduction to Flash 8

CRN #11302

Introduction to Flash MX 2004

CRN #11303

Web Programming

(\$104 per class)

Introduction to ASP.NET

CRN #11297

Introduction to JSP Programming

CRN #11305

Java for the Absolute Beginner

CRN #11306

Graphic Design

(\$104 per class)

Design Projects for Adobe Illustrator CS2

CRN #11308

Photoshop Elements 5.0 for the Digital
Photographer

CRN #11317

Photoshop Elements 5.0 for the Digital
Photographer II

CRN #11314

Photoshop Elements 4.0 for the Digital
Photographer

CRN #11316

Photoshop Elements 4.0 for the Digital
Photographer II

CRN #11319

Photoshop Elements 3.0 for the Digital
Photographer

CRN #11315

Introduction to Photoshop CS2

CRN #11309

NEW Introduction to Photoshop CS3

CRN #11628

Intermediate Photoshop CS2

CRN #11313

Photoshop CS3 for the Digital Photographer

CRN #11312

NEW Creating Web Graphics With
Photoshop CS3

CRN #11462

Photoshop CS2 for the Digital Photographer

CRN #11311

Photoshop 7 for the Absolute Beginner

CRN #11310

Photoshop Elements Projects

CRN #11318

Introduction to Adobe FrameMaker 7.1

CRN #11307

Computer Troubleshooting & Networking (*\$104 per class*)

Introduction to PC Troubleshooting
CRN #11251

Introduction to PC Security
CRN #11329

Advanced PC Security
CRN #11250

Creating a Small Office Network
CRN #11276

Creating a Home Network
CRN #11275

Wireless Networking
CRN #11278

Introduction to Networking
CRN #11279

Intermediate Networking
CRN #11277

Computer Programming & Database Management (*\$104 per class*)

Introduction to Database Development
CRN #11281

Introduction to the Game Industry
CRN #11325

NEW Introduction to Alice 2.0 Programming
CRN #11293

Introduction to PHP and MySQL
CRN #11295

C++ for the Absolute Beginner
CRN #11290

Introduction to C# Programming
CRN #11291

Intermediate C# Programming
CRN #11292

Introduction to Perl Programming
CRN #11294

Introduction to Visual Basic.NET
CRN #11284

Intermediate Visual Basic.NET
CRN #11285

Introduction to Visual Basic 2005
CRN #11283

Intermediate to Visual Basic 2005
CRN #11286

Creating User Requirements Documents
CRN #11203

High-Speed Project Management
CRN #11326

Certification Prep (*\$138 per class*)

CompTIA Security+ Certification Prep
CRN #11249

CompTIA Network+ Certification Prep
CRN #11280

Basic CompTIA A+ Certification Prep
CRN #11287

Intermediate CompTIA A+ Certification Prep
CRN #11288

Advanced CompTIA A+ Certification Prep
CRN #11289

Microsoft Windows Certification Prep:
Exam 70-270
CRN #11322

PMP Certification Prep 1
CRN #11195

PMP Certification Prep 2
CRN #11197

COURSES FOR TEACHERS

NEW An Introduction to Teaching ESL/EFL

Learn how to be an effective English language teacher from an expert in the field. \$104
CRN #11463

Teaching Science: Grades 4-6
Increase your effectiveness as a science teacher for children in fourth through sixth grades. \$104
CRN #11341

Solving Classroom Discipline Problems
Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline. \$104
CRN #11342

NEW **Survival Kit for New Teachers**
Veteran instructor shares the secrets for success in your first years of teaching. \$104
CRN #11464

Ready, Set, Read!
A learning specialist shows you how to raise a successful reader and writer. \$104
CRN #11351

The Creative Classroom

Enrich your teaching talents and encourage your students' creative thinking as you learn to turn your classroom into a creative classroom. \$104
CRN #11350

Differentiated Instruction in the Classroom

Improve your ability to teach diverse learners with real-world examples from elementary, middle, and high school classrooms. \$104
CRN #11343

Integrating Technology in the K-5 Classroom

Take your teaching to another level with these fun new ways to incorporate technology into your lesson plans. \$104
CRN #11344

The Classroom Computer

Learn how to use the classroom computer to increase learning and motivate students. \$104
CRN #11347

Using the Internet in the Classroom

Discover how you can use the Internet to make teaching easier for you and more relevant to your students. \$104
CRN #11348

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 #11345

Microsoft PowerPoint 2003 in the Classroom

Motivate your students and enrich your lessons by bringing PowerPoint into your classroom. \$104
CRN #11349

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 #11346

Big Ideas in Little Books

Increase student performance and earn extra income by converting your ideas for instructional aids into reality. \$104
CRN #11352

Online Courses

Full course descriptions at www.ed2go.com/manchcc

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 #11377

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 #11375

Guiding Kids on the Internet

Gain confidence and experience so you can help your children discover all the Internet has to offer. \$104
CRN #11373

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 #11418

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 #11400

Music Made Easy

Learn the fundamentals of music theory. Be able to read, write, and play simple music. \$104
CRN #11216

Making Movies With Windows XP

Turn your home videos into entertaining movies that you can share with others by email, the Web, CD, and DVD. \$104
CRN #11304

GRANT WRITING & NONPROFIT MANAGEMENT

A to Z Grant Writing

Learn how to research and develop relationships with potential funding sources, organize grant-writing campaigns, and prepare proposals. \$104
CRN #11358

Get Grants!

Learn how to develop successful, fundable grants from experts in the field. \$104
CRN #11359

Advanced Grant Proposal Writing

Gain a full understanding of the criteria funders use to determine whether your grant proposal gets funded or rejected. \$104
CRN #11361

Writing Effective Grant Proposals

Learn to prepare grant proposals that get solid results for your favorite organization or charity. \$104
CRN #11360

Becoming a Grant Writing Consultant

Increase your income while working from home by starting a grant writing consulting business. \$104
CRN #11411

Creating Your Own Nonprofit

Industry veteran shows you how to take a nonprofit business from vision to reality. \$104
CRN #11407

Marketing Your Nonprofit

Further the ideals and goals of your nonprofit by learning to compete more effectively for members, media attention, donors, clients, and volunteers. \$104
CRN #11413

Introduction to Nonprofit Management

Develop the skills and strategies you need to become an integral part of one of America's fastest growing service sectors. \$104
CRN #11412

HEALTH CARE, NUTRITION & FITNESS

Assisting Aging Parents

Handle the challenges you will face in the coming years. \$104
CRN #11376

Medical Terminology: A Word Association Approach

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion. \$104
CRN #11384

Become a Veterinary Assistant

Practicing veterinarian prepares you to work in a veterinary office or hospital. \$104
CRN #11385

Become a Veterinary Assistant II: Canine Reproduction

Practicing veterinarian teaches you to manage the entire canine breeding cycle, from assessing the health of parents to puppy care. \$104
CRN #11386

Become a Veterinary Assistant III: Practical Skills

Learn the practical skills you'll need to be a valuable veterinary assistant or educated pet owner. \$104
CRN #11387

Introduction to Natural Health and Healing

Learn how to promote wellness, balance, and health in all aspects of your daily life. \$104
CRN #11388

Luscious, Low-Fat, Lightning-Quick Meals

Join a registered dietitian and discover how easy it can be to prepare meals that are both delicious and nutritious! \$104
CRN #11379

Handling Medical Emergencies

Every second counts during a medical emergency. Learn how to respond if someone needs your help. \$104
CRN #11383

Outdoor Survival Techniques

Learn the essential skills you will need to survive in a remote or stranded condition. \$104
CRN #11405

LANGUAGES

Beginning Braille Transcription

Prepare for a rewarding career as a Braille transcriber by learning to write and read the tactual language of the blind. \$104
CRN #11233

Intermediate Braille Transcription

Learn Literary Braille and prepare for the Library of Congress Braille Transcriber's Certification exam. \$104
CRN #11234

Speed Spanish

Learn six easy recipes to glue Spanish words together into sentences, and you'll be engaging in conversational Spanish in no time. \$104
CRN #11369

Speed Spanish II

Clever follow-up to our popular Speed Spanish course. Several new recipes help you quickly build fluency. \$104

CRN #11370

Speed Spanish III

Master your ability to speak, understand, and read Spanish by taking the final installment in our unique three-part Speed Spanish learning series. \$104

CRN #11371

Beginning Conversational French

Discover how easy it can be to learn common words and phrases for both leisure and business. \$104

CRN #11368

Instant Italian

Learn Italian from the comfort of your home in this fun and enjoyable online course. \$104

CRN #11372

Grammar for ESL

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. \$104

CRN #11354

Writing for ESL

Learn how to write in English more effectively to succeed in college and at work. \$104

CRN #11355

MATH & SCIENCE

Everyday Math

Gain confidence in your basic math skills and start using math to your advantage. \$104

CRN #11365

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 #11394

Human Anatomy and Physiology

Gain a greater appreciation and understanding of the marvelous complexity of the human body. \$104

CRN #11382

PERSONAL ENRICHMENT

Goodbye to Shy

Become more confident in social, professional, and romantic situations. \$104

CRN #11232

Skills for Making Great Decisions

Learn how to make excellent everyday decisions from an experienced counselor and life coach. \$104

CRN #11461

Interpersonal Communication

Become aware of the conscious and unconscious codes of meaning we send when communicating with others. \$104

CRN #11230

Keys to Effective Communication

Lost for words? Don't be! Learn to build rapport, trust, warmth, and respect through conversation. \$104

CRN #11229

The Magic of Hypnosis

Learn to use hypnotic suggestion on yourself and others with amazing results. \$104

CRN #11390

Genealogy Basics

Learn where to look, who to contact, and how to use research tools to begin an exciting and fascinating exploration of your roots. \$104

CRN #11374

Wine Appreciation for Beginners

Master the secrets of wine appreciation and never be intimidated by a wine steward again. \$104

CRN #11378

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 #11356

Where Does All My Money Go?

Learn how to get control of your money once and for all. \$104

CRN #11357

Personal Finance

Protect your assets and discover how best to achieve all your financial goals. \$104

CRN #11367

Building Wealth

Certified financial planner shows you how most wealthy people build their fortunes. \$104

CRN #11366

Real Estate Investing

Build and protect your wealth by investing in real estate. \$104

CRN #11404

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 #11362

The Analysis and Valuation of Stocks

Discover valuable techniques that show you step by step how to research and value stocks. \$104

CRN #11363

Introduction to Stock Options

Learn how stock options can protect your portfolio and help you profit in any type of market. \$104

CRN #11364

PHOTOGRAPHY

Discover Digital Photography

An informative introduction to the fascinating world of digital photography equipment. \$104

CRN #11399

Secrets of Better Photography

Explore strategies and learn a variety of tricks to create excellent photographs in all types of situations. \$104

CRN #11397

Photographing People With Your Digital Camera

Learn to take beautiful pictures of adults, children, and babies. \$104

CRN #11398

SALES & MARKETING

Principles of Sales Management

Master the art of managing sales teams from a sales management professional. \$104

CRN #11200

Online Courses

Full course descriptions at www.ed2go.com/manchcc

Professional Sales Skills

Discover how to begin a successful and rewarding career in sales. \$104

CRN #11202

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 #11201

Marketing Your Business on the Internet

E-commerce expert helps you develop an Internet marketing plan for your business. \$104

CRN #11419

TEST PREP

GED Test Preparation

Want to pass the GED? This course will help you develop the skills you'll need to succeed. \$104

CRN #11330

Prepare for the GED Language Arts, Writing Test

Obtain the skills and knowledge to successfully prepare for the GED Language Arts, Writing test. \$104

CRN #11331

Prepare for the GED Math Test

Master the skills you'll need to successfully pass Test 5 in the GED test series. \$104

CRN #11333

GMAT Preparation

Discover powerful test-taking techniques and methods for improving your score on the GMAT. \$104

CRN #11336

GRE Preparation: Part 1

Discover powerful strategies for success in the verbal and analytical sections of the GRE. \$104

CRN #11334

GRE Preparation: Part 2

Learn a variety of useful techniques for tackling the math section of the GRE. \$104

CRN #11335

LSAT Preparation: Part 1

Learn about law school entrance procedures, developing analytical reasoning skills, and improving your test-taking skills. \$104

CRN #11337

LSAT Preparation: Part 2

Improve your reading comprehension and logical reasoning skills, and discover proven approaches for selecting correct exam answers. \$104

CRN #11338

SAT/ACT Preparation: Part 1

Master the reading, writing, English, and science questions on the ACT and new SAT. \$104

CRN #11339

SAT/ACT Preparation: Part 2

Master the math questions on the ACT and new SAT. \$104

CRN #11340

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 #11245

Romance Writing Secrets

Learn how to write and sell romance novels from a veteran romance author. \$104

CRN #11220

Fundamentals of Technical Writing

Learn the skills you need to succeed in the well-paying field of technical writing. \$104

CRN #11224

Writing Great Technical Documents

Learn how to write great technical documents from an award-winning technical writer. \$104

CRN #11225

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 #11208

Grammar Refresher

Gain confidence in your ability to produce clean, grammatically correct documents and speeches. \$104

CRN #11217

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 #11237

Writeriffic: Creativity Training for Writers

Banish writer's block forever with these tricks from the published writer's toolbox. \$104

CRN #11240

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 #11222

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 #11246

Writing for Children

A published children's author shows you how to touch the hearts of children by creating books for them. \$104

CRN #11235

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 #11219

Research Methods for Writers

Learn the most efficient and effective methods to conduct research for any writing project. \$104

CRN #11228

Forensic Science for Writers

Learn the secrets behind forensic science and add new characters, depth, and marketability to your fiction. \$104

CRN #11227

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 #11238

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 #11239

Advanced Fiction Writing

Explore advanced fiction writing techniques with a published novelist. \$104

CRN #11244

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 #11218

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 #11223

Creating a Sense of Place

Develop your eye for detail and improve your writing with vivid descriptions, memorable settings, and believable characters. \$104

CRN #11221

Write Your Life Story

Learn how to create and distribute an inspirational and professional autobiography for family, friends, and others. \$104

CRN #11241

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 #11243

Business Marketing Writing

Write great marketing copy to improve your company's image and your chances of getting hired or promoted. \$104

CRN #11236

Introduction to Internet Writing Markets

A professional writer helps you discover a wide variety of new markets for your written work. \$104

CRN #11242

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 #11414

NEED HELP? The knowledgeable staff at Ed2go can assist you!

Go to www.ed2go.com/manchcc and click "Help" on the Online Instruction Center menu. You will find answers to many common questions, or you may submit an inquiry directly to the Ed2go Help Desk by scrolling to the bottom of the page.

If you have questions about how to register or pay for an online class, you may email MCC's Ed2go contact,

Jessie Bradley: jbradley@mcc.commnet.edu

THE NOON INSTITUTE

NEW Feel Younger, Healthier and Sexier at Any Age

Living a longer and more fulfilling life is more than just a dream these days; it's reality. Experience the many ways you can improve your quality of life through exercise and alternative approaches to healthcare. Learn how making a few simple changes to your exercise program can dramatically affect the way you look and feel.

CRN # 11898 1 Friday, 3/7, noon-1 p.m. **MCC Bldg. AST E202** Fee: \$5
Instructor: **Diane Hindman** is a former professor at Central Connecticut State University. She is the founder and publisher of *Natural Nutmeg Magazine*, a natural health and wellness publication serving central Connecticut.

NEW Tai Chi for Health, Fun and Balance

Learn and practice the art of tai chi with a master instructor. Tai chi is a series of gentle movements and breathing exercises that can bring about stress reduction and improved balance. It can also reduce the risk of falls and improve overall health and vitality.

CRN # 11894 1 Friday, 3/28, noon-1 p.m. **MCC Bldg. AST E202** Fee: \$5
Instructor: **Joel S. Waldron** has been studying and teaching the martial arts for more than 25 years. He is the owner of *The Academy of Martial Arts and Personal Development* in Manchester.

NEW The Art and Life of Comic Artist Wally Wood

Wallace "Wally" Wood is considered one of the greatest comic artists of all time. He was featured in every issue of the first 12 years of *MAD Magazine* and worked for the legendary Stan Lee at Marvel Comics, among other notable accomplishments. Get the lowdown on Wood's life and career, and an inside look at how cartoonists and illustrators work, in this multimedia presentation by Wood's biographer.

CRN # 11895 1 Friday, 4/4, noon-1 p.m. **MCC Bldg. AST E202** Fee: \$5
Instructor: **Steve Starger** is a journalist, playwright, freelance writer, and co-author of *Wally's World: The Brilliant Life and Tragic Death of the World's Second-Best Comic Book Artist*.

NEW Harlem Renaissance Writer Zora Neale Hurston

The writer Zora Neale Hurston was one of the great literary figures of the Harlem Renaissance. Her notable works include the novel, *Their Eyes Were Watching God*, and the play, *Mule Bone*. Learn about Hurston from the inside, as the writer's niece gives her special insights into her aunt's life and work.

CRN # 11896 1 Friday, 4/18, noon-1 p.m. **MCC Bldg. AST E202** Fee: \$5
Instructor: **Lucy Hurston**, assistant professor of sociology at MCC, is the author of *Speak So You Can Speak Again: The Life of Zora Neale Hurston*.

NEW The Art of Flamenco

The word "flamenco" typically conjures images of rapidly clicking heels, dramatic guitar passages, and dancers with smoldering looks. Flamenco is in fact a southern Spanish art form expressed through song, dance, and guitar playing, and is associated mainly with the Spanish region of Andalucía. You'll see videos of flamenco performances and hear its haunting music played by an expert who spent years learning the art in Spain.

CRN # 11897 1 Friday, 5/2, noon-1 p.m. **MCC Bldg. AST E202** Fee: \$5
Instructor: **David Bodlak** has exhibited his artwork throughout the U.S. and Europe. From 1979 to 1992 he lived and worked in Spain, where he learned flamenco guitar and absorbed flamenco culture. He teaches art history and drawing at MCC.

ENROLL IN ALL FIVE COURSES AND TAKE ONE FOR FREE!
CRN #11899 5 Fridays, 3/7; 3/28; 4/4; 4/18 & 5/2, noon-1 p.m.
MCC Bldg. AST E202 Fee: \$20

ORGANIZATION OF ACTIVE ADULTS

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 trips; a monthly newsletter providing information on activities, events and courses; and a tuition rebate program to reimburse 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-Organization of Active Adults Membership Form

(Minimum Age: 50) • PLEASE PRINT

Dues: \$12 per person per year (September-August)

Make check payable to MCC-OAA

(Mr. & Mrs. Mr. Mrs. Ms. Miss) Last Name _____

First Name _____ circle one M F Date of Birth _____

First Name _____ circle one M F Date of Birth _____

Address _____

Town _____ State _____ Zip _____ - _____

Phone (_____) _____ Renewal _____ New Member _____

Please return your completed form with your check.

Amount enclosed: _____

Check #: _____ Date: _____

Date Received: _____
(completed by office)

Send to: Organization of Active Adults
Manchester Community College
P.O. Box 1046, MS #16
Great Path
Manchester, CT 06045-1046

I would like to
volunteer for the
following
committees:

- ☐ Hospitality
- ☐ Mail
- ☐ Membership
- ☐ Program
- ☐ Publicity
- ☐ Travel
- ☐ Tuition Rebate

MCC-OAA Tuition Rebate Program

Membership in OAA Required before Course Start Date • Minimum Age Requirement - 50 years

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 (September 2007 through August 2008). Bring your Tuition Rebate Form (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 Start Date _____

Course fee: _____

Semester: (circle one) Spring 2008 Summer 2008

Instructor's signature: _____

(Verifying that student attended at least one class session)

Spring 2008 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 _____ last _____ first _____

Banner ID# (if known) _____ Social Security Number _____

Male ☐ Female ☐ Birth Date _____ Grade (07/08 year) _____ Age _____

Parents' Names _____ Home Phone _____

Work Phone mother/father (circle one) _____ Email Address _____

Home Address _____
(street)

(city)

(state)

(zip)

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

Course Title

Fee
(\$35 per week*)

Feb. 2

1st choice _____ CRN# _____

2nd choice _____ CRN# _____

Feb. 9

1st choice _____ CRN# _____

2nd choice _____ CRN# _____

Feb. 16

1st choice _____ CRN# _____

2nd choice _____ CRN# _____

Feb. 23

1st choice _____ CRN# _____

2nd choice _____ CRN# _____

☐ May 3

Girls Take Charge

CRN# 11670

Fee: \$55

(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 #

Spring 2008 Excursions in Learning

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 (2, 9, 16, 23).

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 1, 2008.

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.

FEBRUARY 2

(For students in grades 1-2)

Bones 'R Us (Grades 2-4)

See course description below.

CRN #11478 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. LRC B123** Fee: \$35

Instructors: **Holly Jacobs and Richard Clark**

Lenses and Light (Grades 1-2)

Flick a switch and light comes on, but do we know what light is and how it behaves? Let's do some experiments to learn about the amazing properties of light. Lenses, mirrors, prisms and filters will help us to see how light bounces, bends and splits. Play some vision games to see if your eyes always tell the truth when they react to light. Are things always the same as we see them? Find out in this "enlightening" session.

CRN #11487 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. Lowe L141** Fee: \$35

Instructor: **Susan Harrington**

FEBRUARY 2

(For students in grades 3-5)

NEW Art Outside the Box

Have you ever created art in really unusual ways? Use different techniques and strange materials to move your art "outside the box." Make a face using only geometric shapes. Balance color and line in an abstract pattern. Illustrate your dreams with funky and strange shapes. Create the art work that can hang in museums along with that of the original abstract artists.

CRN #11473 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. AST D110** Fee: \$35

Instructor: **Tina Mirto**

Bones 'R Us (Grades 2-4)

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—not your own—and splint—your own—bones in MCC's Surgical Technology Program's mock operating room!

CRN #11478 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. LRC B123** Fee: \$35

Instructors: **Holly Jacobs and Richard Clark**

NEW Escape from Doom Island (Grades 5-7)

See course description on right.

CRN #11502 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. LRC B213** Fee: \$35

Instructor: **Scott Goldsmith**

NEW Mythical Morning

Explore myths from different parts of Asia then create your own deliciously tricky heroine or hero. Have your creature struggle, rescue and battle forces as (s)he navigates through a paper engineered marvel that will entrance your reader with moveable pages.

CRN #11494 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. LRC B209** Fee: \$35

Instructor: **Marianne Halpin**

NEW Scrapbooking: Making a Chipboard Album (Grades 5-7)

See course description on page 63.

CRN #11479 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. LRC B208** Fee: \$35

Instructor: **Lisa Miller**

Vive la France (Grades 4-6)

Travel back in French history and take up your artist's palette. Do a painting in the style of Monet, or Degas. Brush up on basic French. Experience parts of French culture as you map your way across this fascinating country. If you can't get to Paris this year, well this might do for now.

CRN #11496 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. V1 V101** Fee: \$35

Instructor: **Iris Van Rynbach**

FEBRUARY 2

(For students in grades 6-8)

NEW Design It with AutoCAD

Have you ever wondered how architects design houses with software? In this class, you'll use AutoCAD to create your own dream house! AutoCAD will be used to lay out rooms, add dimensions and notes. Complete your house with windows, doors, furniture, pianos, swimming pools...you decide! Bring a flash drive to store your AutoCAD files.

CRN #11500 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. AST C128** Fee: \$35

Instructor: **Catherine Seaver**

NEW Escape from Doom Island (Grades 5-7)

You and your friends have been left stranded on Doom Island. With minimal supplies, you must get your entire group safely across the island where the rescue boat awaits. In order to do this, you'll need to pull together as a team and conquer some challenges along the way. Don't expect to sit much during this session!

CRN #11502 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. LRC B213** Fee: \$35

Instructor: **Scott Goldsmith**

Spring 2008 Excursions in Learning

NEW Scrapbooking: Making a Chipboard Album (Grades 5-7)

Chipboard albums are super easy to make! Learn how to attach papers to simple chipboard pages and embellish them to create a fantastic album to take home. Use your own pictures—bring 12 or more 4 x 6 photos—to create a personalized chipboard project or a special gift. Kits (including papers, sticker and embellishments) will be provided for each student. Materials fee of \$4 will be payable to instructor at the start of class.

CRN #11479 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. LRC B208** Fee: \$35

Instructor: **Lisa Miller**

Vive la France (Grades 4-6)

See course description on page 62.

CRN #11496 1 Saturday, 2/2, 9 a.m.-noon **MCC Bldg. V1 V101** Fee: \$35

Instructor: **Iris Van Rynbach**

FEBRUARY 9

(For students in grades K-2)

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 #11481 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. Lowe L141** Fee: \$35

Instructor: **Susan Harrington**

NEW "Mouse" Adventures (Grades 1-3)

What's in "Word" for you? Use this popular Microsoft program to create a fun-filled packet of activities from Internet Explorer and popular, free educational sites such as www.PBSKids.org and www.NickJr.com. During our break, we'll assemble a quick, healthy snack from a popular kid's cooking site. When class ends, you'll be able to continue the fun at home with a list of URL sources to share. Basic mouse skills—pointing, clicking and double-clicking—required.

CRN #11499 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. LRC B142** Fee: \$35

Instructor: **Carla Adams**

NEW Spiders, Scorpions and Centipedes

Oh what a tangled web! Explore the incredible world of spiders, scorpions and centipedes. Discover how webs are spun and the many uses for spider's silk. How do legs become fangs? What is the shocking story of the real Miss Muffet? Learn why scorpions must dance. Meet a centipede that eats bats. Spin your own web and create the creature that lives on it!

CRN #11489 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. AST C212** Fee: \$35

Instructor: **Winthrop Ford**

NEW Take Flight (Grades 2-4)

See course description on right.

CRN #11477 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. AST D110** Fee: \$35

Instructor: **Melissa Szych**

FEBRUARY 9

(For students in grades 3-5)

NEW Become a Water Wizard (Grades 5-8)

See course description on right.

CRN #11485 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. LRC B125** Fee: \$35

Instructor: **Robyn Hall**

Cartoon Creations

Have you ever wondered why cartoons are so much fun to look at? You'll learn basic drawing techniques used by professionals to make their illustrations humorous. By the end of this session, you'll be able to copy your favorite cartoon characters and draw some of your own!

CRN #11471 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. LRC B208** Fee: \$35

Instructor: **Steve Leshin**

NEW Dancing with the Stars (Grades 5-8)

See course description below.

CRN #11501 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. AST E106** Fee: \$15

Instructor: **MCC Dance Club members**

NEW "Mouse" Adventures (Grades 1-3)

See course description on left.

CRN #11499 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. LRC B142** Fee: \$35

Instructor: **Carla Adams**

NEW Take Flight (Grades 2-4)

Have you ever wondered why a plane is able to fly or how a helicopter hovers? If so, this is the course for you! Make a wide variety of flying objects—planes, gliders, helicopters and more. Everything you make is yours to keep, so you can continue the fun at home.

CRN #11477 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. AST D110** Fee: \$35

Instructor: **Melissa Szych**

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 #11497 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. V1 V101** Fee: \$35

Instructor: **Iris Van Rynbach**

FEBRUARY 9

(For students in grades 6-8)

NEW Become a Water Wizard (Grades 5-8)

Become a water wizard; turn swamp water into sparkling water. Wade into the wonderful world of water by doing hands-on activities that demonstrate the different ways water can become polluted and how it can be transformed into potable water. Develop a waterworks campaign to help your friends and family protect and conserve this valuable resource. Join us and get your feet wet.

CRN #11485 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. LRC B125** Fee: \$35

Instructor: **Robyn Hall**

NEW Dancing with the Stars (Grades 5-8)

Learn basic Hip Hop steps. The students from MCC's famous dance Club will teach you to move with the music. Feel the beat and "get drunk." You'll impress your friends with new "moves" and have a chance to perform in front of your family and friends at the end of class. Custom t-shirts provided! Come chill. Have fun!

CRN #11501 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. AST E106** Fee: \$15

Instructor: **MCC Dance Club members**

GarageBand™

Would you like to create, compose and record musical tracks on a computer? It's easy when you learn to use GarageBand™ software created by Apple. In this class, we'll look at how different sounds can create both music and art. Don't have any musical background? No problem! It's easy for novices or experienced musicians alike to create, record and perform their own music.

CRN #11475 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. AST D211** Fee: \$35

Instructor: **Richard Hoyer**

Spring 2008 Excursions in Learning

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. Bring a flash drive to store files so you can take games home to continue development on your own. No programming or gaming experience required.

CRN #11469 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. LRC B222** Fee: \$35

Instructor: **Catherine Seaver**

Viva Italia (Grades 4-6)

See course description on page 63.

CRN #11497 1 Saturday, 2/9, 9 a.m.-noon **MCC Bldg. V1 V101** Fee: \$35

Instructor: **Iris Van Rynbach**

FEBRUARY 16

(For students in grades K-2)

NEW Dragonmania

Explore the magical worlds of dragons and mythological creatures. Create your own "being" and give it special qualities and features. Shape your being with soft sculpture wire. Build your creature's features with art materials like cloth, beads, feathers, sequins and colored tape. Watch your creature come to life with the power of your design.

CRN #11474 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. AST D110** Fee: \$35

Instructor: **Tina Mirto**

Violent World of Plants (Grades 2-4)

See course description on right.

CRN #11490 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. AST C212** Fee: \$35

Instructor: **Winthrop Ford**

FEBRUARY 16

(For students in grades 3-5)

NEW Gung Hay Fat Choy

Celebrate Chinese New Year traditions in the Year of the Rat through legends, foods and crafts. Read the legend about lanterns bearing riddles, then write your own riddle to attach to the lantern you create and display during the legendary Lantern Parade. Make a dancing paper lion or dragon to use in the famous Lion Dance. Enjoy traditional Chinese moon cakes and hear about their origins. Gung Hay Fat Choy!

CRN #11493 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. Lowe L142** Fee: \$35

Instructor: **Sherry Andrews**

NEW Photo Flair

Learn the basics of how to use Photoshop, an advanced photo editing software, and turn your photos into FUN! Learn how to add art, change colors, create borders, turn your sister into a cat, and much more! You will go home with some FUN images you created from your own pictures to print and enjoy with the family. Note: Originals should be sent in on CD or portable drive the first day of class.

CRN #11495 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. LRC B142** Fee: \$35

Instructor: **Tracy Verrastr**

NEW Physics with Sir Isaac

In the 1680's, Sir Isaac Newton published a scientific paper on his observations about the way things move. These have come to be known as Newton's Laws of Motion and are the basis for the study of mechanics. We will use everyday objects such as balls, tops and poppers to see if Newton's Laws are true. We will experiment with toy cars to test the effects of friction, observe the effects of rotational momentum on a gyroscope and calculate the speed of wind-up critters. Sir Isaac would be so proud!

CRN #11488 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. Lowe L141** Fee: \$35

Instructor: **Susan Harrington**

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 #11503 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. LRC parking lot F, on the bus** Fee: \$35

Instructor: **The BioBus Staff**

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 #11490 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. AST C212** Fee: \$35

Instructor: **Winthrop Ford**

FEBRUARY 16

(For students in grades 6-8)

Get Movin' on Your Computer

Create web animations on your PC with Flash software. Learn the basics of putting words and pictures into 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 #11476 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. AST D211** Fee: \$35

Instructor: **Richard Hoyer**

Make Your Own Computer Game II

This course is for students who have completed "Make Your Own Computer Game I" 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. Bring a flash drive to store files so you can take games home to continue development on your own.

CRN #11470 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. LRC B222** Fee: \$35

Instructor: **Catherine Seaver**

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

See description above.

CRN #11503 1 Saturday, 2/16, 9 a.m.-noon **MCC Bldg. LRC parking lot F, on the bus** Fee: \$35

Instructor: **The BioBus Staff**

NEW Video Productions

Learn the basics of movie-making with this interactive hands-on course. Experiment with camera shots and angles as you learn how to shoot video. Write and shoot your own short films within a group. Once filmed, you will then learn how to edit your film on the computer by adding titles, effects, and music. At the end of the 2-session course, you will have a finished "Hollywood" movie on DVD!

CRN #11482 2 Saturdays, 2/16-2/23, 9 a.m.-noon **MCC Bldg. LRC B218** Fee: \$70

Instructor: **Chris Buonacquist**

Spring 2008 Excursions in Learning

FEBRUARY 23

(For students in grades K-2)

NEW Animal Actions

Combine creative movement, crafts and storytelling with Animal Actions. Warm up with animal poses that are used in yoga—the cobra, dog, cat, crane and dolphin. Perhaps you can create some of your own! Make a giant safari animal to bring home with you. We'll end the class with an animal story time and the chance to create and act out an original animal tale. Join us; it will be g-r-r-r-eat fun!

CRN #11467 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. AST E106** Fee: \$35

Instructor: Ludwika D'Agostino-Hannon

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. Examine a grizzly claw, a grizzly track, and a super-sized model of DNA. Then make 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 #11486 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. LRC B209** Fee: \$35

Instructor: Linda Zajac

NEW Create a Character (Grades 2-4)

See course description below.

CRN #11491 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. LRC B125** Fee: \$35

Instructor: Rolande Duprey

FEBRUARY 23

(For students in grades 3-5)

NEW Create a Character (Grades 2-4)

Do you like to draw funny faces and make up stories about them? Create characters, both two and three dimensionally. Explore the qualities that make a character more real; create reasons why they act the way they do. Are there aliens, sea creatures, bugs or funny people in your imagination? Join us to bring your character alive.

CRN #11491 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. LRC B125** Fee: \$35

Instructor: Rolande Duprey

NEW Creative Card Making for Kids (Grades 3-6)

Use your imagination to create custom cards for special people and/or events, including holidays or parties. All materials and tools will be provided—including stickers, papers, envelopes and embellishments. Use the techniques you've mastered to continue card making at home. No previous card making experience needed.

CRN #11480 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. LRC B208** Fee: \$35

Instructor: Lisa Miller

NEW KidSign (Grades 3-6)

What would happen if you couldn't hear sounds? What is it like to live every day and not hear your teacher talking or your favorite TV show? How would you communicate with other people? Deaf people must see what you say. Learn how to finger spell the alphabet and the ASL signs for greetings, family, feelings, foods, animals, colors and more! Sign a song and play communication games! Materials will be provided.

CRN #11505 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. LRC B213** Fee: \$35

Instructor: Dawn Love

Model Rocketry (Grades 4-6)

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 #11504 1 Saturday 2/23, 9 a.m.-noon **MCC Bldg. Lowe L141** Fee: \$35

Instructor: Steve Maynard

NEW PowerPoint Power-Up (Grades 5-7)

See course description below.

CRN #11498 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. LRC B222** Fee: \$35

Instructor: Catherine Seaver

FEBRUARY 23

(For students in grades 6-8)

NEW Creative Card Making for Kids (Grades 3-6)

See course description on left.

CRN #11480 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. LRC B208** Fee: \$35

Instructor: Lisa Miller

NEW KidSign (Grades 3-6)

See course description on left.

CRN #11505 1 Saturday 2/23, 9 a.m.-noon **MCC Bldg. LRC B213** Fee: \$35

Instructor: Dawn Love

Model Rocketry (Grades 4-6)

See course description above.

CRN #11504 1 Saturday 2/23, 9 a.m.-noon **MCC Bldg. Lowe L141** Fee: \$35

Instructor: Steve Maynard

NEW PowerPoint Power-Up (Grades 5-7)

Explore the many features of Microsoft PowerPoint including animations, transitions, and automation of slide shows. You'll create a PowerPoint presentation on the topic of your choice that includes text, pictures, tables and sound. No prior experience with PowerPoint required. Bring a flash drive to store your PowerPoint files.

CRN #11498 1 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. LRC B222** Fee: \$35

Instructor: Catherine Seaver

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 for you from our library.

CRN #11468 Saturday, 2/23, 9 a.m.-noon **MCC Bldg. AST D211** Fee: \$35

Instructor: Richard Hoyer

Save the Date

**Saturday, May 3, 2008
9:30 a.m.-5 p.m.**

Girls Take Charge

For girls completing grades 6-12 during school year 2007-2008
"Girls Take Charge," a one-day leadership conference for middle and high school girls, offers activities, insights and interactive sessions to cultivate and nurture leadership skills. Topics include confidence, self-image, risk-taking and communication styles. You'll spend time together, make new friends, have fun, and most important, learn key skills that will allow you to take advantage of the many opportunities that are open to you. You'll end the day with a team event where you'll put your new skills to use in designing a t-shirt for "Project Yesway."

**For registration information contact smeisler@mcc.commnet.edu
or call (860) 512-2804**

CREDIT-FREE REGISTRATION INFORMATION

WEB REGISTRATION

Returning students may register online using a MasterCard or Visa. If you are a returning student and know your NetID and/or Banner ID, here's how to register online:*

Login:

- Go to **http://my.commnet.edu**
- Enter your **NetID** and **PIN** (See "New NetID Users" information below)
- Click on the "**Student**" tab
- Click on the "**Student Self Service**" channel

Registering:

- If prompted, select **Manchester Community College** from the list of colleges
- Click on "**Registration and Payment**"
- Click on "**Register (add/drop) classes**"
- Go to **Select a Term**, select the correct semester/year, then submit
- Follow instructions in step 1 and 2**
- Click on "**View Schedule**" at the bottom of the page to confirm registration
- Follow the prompts to initiate payment

PLEASE NOTE: Online registration for the Motorcycle Program is not permitted.

** Banner ID numbers will be mailed (upon request) to 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 (860) 512-3220 for more information about Web registration or to request your Banner ID.

New NetID Users

- Your NetID is your Banner ID with the "@" symbol in a different position (i.e. a student with a Banner ID of @87654321, will have the following NetID: **87654321@student.commnet.edu**)
- Your initial password is made up of the following personal information:
 1. The first three characters of your birth month (with first letter capitalized)
 2. The "&" symbol
 3. The last four digits of your Social Security NumberExample: For a user whose birthday is in October and whose social security number ends in 6789, the initial password would be **Oct&6789**
- You will then be prompted to change your password

Manchester Community College is committed to access and equal opportunity. Should you require accommodations because of a disability in order to participate in any of the programs offered, please contact Services for Students with Disabilities at 860-512-3332. 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. 12/07, 70M, Resource: CE/VS

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 43, 45 and 51 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 45. Parking is also free at EHCCC. *Please note:* Due to construction near Lot B, you may want to park in Lot C.

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.commnet.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.

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 Registrar's Office, no later than three business days prior to the first scheduled class meeting. It is your responsibility to call the Registrar's Office 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: Registrar's Office, Lowe Lobby
By fax: (860) 512-3221
Or mail: Registrar's Office, MS #13, 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).

CREDIT-FREE REGISTRATION FORM

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) 512-3232 to confirm that your fax was received.

4. By Phone (860) 512-3232

Call (860) 512-3232 between 8:30 a.m. and 4:30 p.m., Monday-Friday, using MasterCard or VISA only.

5. Register Online

Returning students, go to: <http://my.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 is full, cancels, or if classrooms, meeting times or dates change.

MCC Credit-Free Course Registration

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

Banner I.D. # _____ Soc. Sec. No. _____

Name (Last) _____ (First) _____ (M) _____

Previous Name (if any) _____ Email address _____

Home Address (Number and Street) _____

City _____ State _____ Zip Code _____

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.

Birth Date _____ Gender ☐ Female ☐ Male Today's Date _____

Resident Information ARE YOU: (Check applicable)

A CONNECTICUT RESIDENT FOR 1 YEAR? ☐ Yes ☐ No

ARE YOU: (Check applicable) 01 ☐ AMERICAN 02 ☐ NATURALIZED 03 ☐ APPLIED FOR CITIZENSHIP 04 ☐ STUDENT VISA

05 ☐ NOT ON A STUDENT VISA - Other (Specify) _____ COUNTRY OF ORIGIN _____

06 ☐ PERMANENT RESIDENT (Registration Number) _____

CRN#	Course Title	Start Date	Time	Room	Fee

Make check or money order payable to "MCC".

Fees (total enclosed) _____

Credit Card # _____

Cardholder name (print) _____

Cardholder signature _____

Relationship to student _____

Cardholder Address _____

Cardholder phone _____ Exp. Date (mo/yr) _____

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.

Office Use Only	Regis.	Special	Receipt #	Date

Real Estate

Preparation for CT Licensing Exams

- *Principles and Practices of Real Estate*
- *Basic Appraisal Principles*
- *Basic Appraisal Procedures*
- *Real Estate Law*
- *Continuing Education for Real Estate Professionals*

See Real Estate section on pages 45-46

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



**Excursions in Learning
Children's Program**

Grades K-8

SPRING EXCURSIONS 2008

February 2, 9, 16, 23 • 9 a.m. - noon

Watch for upcoming
Summer 2008 programs

- **Engineer This..... July 21-25**
- **Junior Culinary Camp I & II..... July 21-August 1**
- **Summer Excursions* August 4-15**

**For gifted and high-achieving students*

Email Susan Meisler at
smeisler@mcc.commnet.edu

to have your name put on our mailing list.

**For more information contact Susan Meisler,
Program Coordinator at (860) 512-2804**



Boating Safety

*To Obtain a CT Certificate of
Personal Watercraft/Safe Boating.
Saturday and Weekday Evening
Classes Available.
See Recreation section on page 33*

INTERESTED IN A HEALTH CAREER?

Scholarships available from the
U.S. Department of Labor

[USDOL Grant # CB-15923-07-60-A-9]

Please see the Allied Health section on page 3
for eligibility requirements and courses.

- **Certified Nurse Aide (CNA)**
- **Emergency Medical Technician (EMT)**
- **Pharmacy Technician Certification Training**



**MANCHESTER
COMMUNITY
COLLEGE**

Continuing Education Division
Great Path, MS #16
P.O. Box 1046
Manchester, CT 06045-1046

FIRST CLASS MAIL