



MANCHESTER
COMMUNITY
COLLEGE

Summer 2008
Credit-Free Courses
Continuing Education
Classes Beginning June-August



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NEW

What's Your Subject?

We've added nearly 40 new courses for the summer session.

Highlights include:

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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
Program Associate, Stephen Campiglio	scampiglio@mcc.commnet.edu
Secretary II, Jessie Bradley	jbradley@mcc.commnet.edu
Educational Assistant, 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.....(860) 512-2808

Coordinator, Bruce Manning	bmanning@mcc.commnet.edu
Providing state-of-the-art computer training	

EMT & Certified Nurse-Aide Training

(860) 512-2805

Coordinator, Ann Machin.....	amachin@mcc.commnet.edu
Preparing students for the State exams	

Excursions in Learning.....(860) 512-2804

Coordinator, Susan Meisler.....	smeisler@mcc.commnet.edu
Offering courses for high-achieving, academically motivated children	

Credit Extension Courses

(860) 512-2803

Dean, Melanie Haber	mhaber@mcc.commnet.edu
College by Design, Winter/Summer credit extension courses	
Secretary II, Gloria Moeller.....	gmoeller@mcc.commnet.edu

COVER ART: "SUNFLOWER"

by Trudy M. Mitchell

(see course listing on page 6)



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 #20556 2 sessions, Tuesday & Thursday, 6/24-6/26, 6-10 p.m.

MCC Bldg. LRC B144

CRN #20557 2 sessions, Tuesday & Thursday, 8/26-8/28, 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.

NEW Review for the Certified Professional Coder (CPC) Exam

In conjunction with the American Academy of Professional Coders (AAPC), this exam preparation course is designed for medical or insurance office professionals seeking to obtain a Certified Professional Coder (CPC) Certificate. The course is also appropriate for students who have taken coding classes and wish to explore the career opportunities that are available to CPCs. **For those students who wish to continue with the CPC Exam, the exam will be held at MCC (same room and instructor) on July 26, from 9 a.m.-2:30 p.m. (check-in at 8:15 a.m.). The exam fee is \$370 (separate from the course fee and payable directly to AAPC), which includes an AAPC membership.** In order to take the exam, students need to complete the AAPC application that will be provided by the instructor at the first class. The instructor will explain all other exam details at this time. Students should bring a lunch to class. Required textbooks: 2008 CPT Book, Professional Edition, American Medical Association; ICD-9-CM, Ingenix; and 2008 HCPCF, Level II, Ingenix, available from MCC Bookstore for approximately \$250.

CRN #20680 5 Saturdays, 6/7-7/12 (does not meet 7/5),

8:30 a.m.-3 p.m. **MCC Bldg. AST C210** Fee: \$399.

Instructor: Linda Dixon earned her Certified Professional Coder (CPC) certificate, Certified Compliance Professional (CCP) certificate, and Advanced Coding Specialists in EM and Auditing (ACS-EM) certificate. She has nearly 25 years of experience in the field of coding in all specialties and facilities. She is an authorized vendor for the American Academy of Professional Coders, as well as the Windsor Local chapter president and licensed proctor for CPC exams. She also teaches coding and billing at Branford Career Hall.

NEW Improve Your Balance: Fall Prevention

Older adults 60 years and older will benefit most from this workshop on fall prevention, which is designed to be both educational and experiential. You will learn the most common risk factors of why older adults fall and how you can help to prevent yourself from falling, now or in the future. We will start with a brief introduction on fall prevention and discuss the research led by Yale University Medical School and the Connecticut Collaboration for Fall Prevention (CCFP). Handouts will be provided that explain why, as we age, we become more susceptible to falls. You will learn and perform simple exercises that are specifically designed to improve your balance, coordination, agility, and posture. The workshop is tailored to be safe, effective, and most of all, fun! Please wear athletic shoes and comfortable clothing.

CRN #20682 3 Saturdays, 7/12-7/26, 10-11:30 a.m.

MCC Bldg. AST C211 Fee: \$55

Instructor: Susan M. Gouin has a B.S. in Movement Science and a certificate in gerontology from Westfield State College and completed an internship in cardiac rehabilitation at Noble Hospital in Westfield. She is also certified by the American Council on Exercise as a clinical exercise specialist. Susan works at the Enfield Senior Center as a health and fitness coordinator.

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 #20635 1 Thursday, 6/26, 7-9 p.m. **MCC Bldg. LRC A226** Fee: \$15

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.

INTERESTED IN A HEALTH CAREER? COMING THIS FALL:

Certified Nurse-Aide (CNA) AND Emergency Medical Technician (EMT) Training Programs

- Both courses provide entry-level skills and prepare students for the appropriate Connecticut State examinations leading to certification required for job placement in CNA and EMT careers (exams not included);
- Courses taught by field professionals;
- Proof of high school diploma or GED is required. Also, a **brief reading comprehension test is required for students with no college experience. The test is held in LRC B149 from 10 a.m.-noon, starting on Monday, August 4, 2008, and on each following Monday until the class fills. Students with college experience must include credentials with registration.**
- **Registration begins on August 4, 2008**

For more information, contact Ann Machin at (860) 512-2805 or amachin@mcc.commnet.edu

FOR SCHEDULES AND FEES, CHECK OUT OUR
FALL CREDIT-FREE CATALOG

Art & Crafts

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 #20540 8 Thursdays, 6/12-8/7 (does not meet 7/3), 7-9:30 p.m.

MCC Bldg. AST D105

CRN #20541 8 Fridays, 6/13-8/8 (does not meet 7/4), noon-2:30 p.m.

MCC Bldg. AST D105

Fee: \$150

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.

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. This course also provides a sound foundation for the instructor's painting course. Handouts on color theory will 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 #20542 8 Fridays, 6/13-8/8 (does not meet 7/4), 9-11:30 a.m.

MCC Bldg. AST D109 Fee: \$150

Instructor: Estelle Laschever

Watercolor for All Beginner Levels

This course is designed for the watercolor student who may still feel like a beginner, even after having painted and taken lessons—as well as for the student who has never picked up a brush. As the title states, the course is for a range of levels of beginners. Experienced students are encouraged to bring in what they're working on and to advance at their own speed. Inexperienced beginners will get a crash course in the basics, including brush handling, applying washes, and color mixing. Each student works at their own pace; everyone learns from each other and the instructor. Beginners will be able to paint a simple landscape by the end of the course and will have learned enough to continue on their own (or take the intermediate and advanced courses). More experienced students will find that the course is a practical review. A materials list will be sent prior to class. Startup costs are approximately \$60. If you already own materials, please bring them to the first class.

CRN #20545 6 Tuesdays, 6/17-7/22, 6-8 p.m. **MCC Bldg. AST D109**
Fee: \$85

Instructor: Mary Horrigan has been painting, teaching, and exhibiting her watercolor paintings throughout New England for more than 20 years, including solo exhibitions at the Carriage House Gallery and Chapel on the Green. She has also taught watercolors at the Glastonbury Art Guild, Guilford Handcrafts, and the Marlborough Arts Center & Museum.

NEW Painting Landscapes in Watercolor

Transform your pencil sketches and photos of your favorite places into watercolor renditions! Some experience in watercolors is helpful. Attention will be given to design and composition, as well as techniques for painting skies, trees, grasses, rocks, and water. Students are encouraged to bring in their own sketches and photos as source material. A materials list will be sent prior to class.

CRN #20546 3 Mondays, 7/28-8/11, 6:30-8:30 p.m.

MCC Bldg. AST D109 Fee: \$45

Instructor: Mary Horrigan

NEW Painting Flowers in Watercolor

Make use of all of the wonderful effects of watercolor to paint dazzling floral designs. Some watercolor experience is helpful. Students will work from live still-life bouquets and practice painting different kinds of flowers, as well as vases and tablecloths. A materials list will be sent prior to class.

CRN #20547 3 Wednesdays, 7/30-8/13, 6:30-8:30 p.m.

MCC Bldg. AST D109 Fee: \$45

Instructor: Mary Horrigan

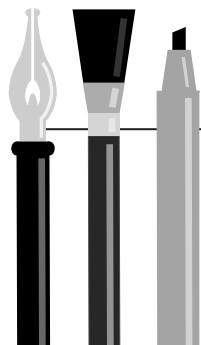
Drawing in Nature

Students will develop their drawing skills in this class, using nature (seascapes, landscapes, cityscapes, flowers, etc.) as the subject. A variety of media will be used, including pen and ink, colored pencils, pastels, paint, and mixed media. Learn the versatility of each medium as we explore color, form, value and composition. Students of all levels are welcome. Bring sketchbook and pencils to the first class; additional supplies will be discussed at that time.

CRN #20606 4 Saturdays, 6/7-6/28, 9:30 a.m.-noon

MCC Bldg. V1 V101 Fee: \$75

Instructor: Jacqueline Peterson is a University of Hartford graduate who exhibits her work widely and teaches in the Hartford area.



Attention Art & Crafts Students:

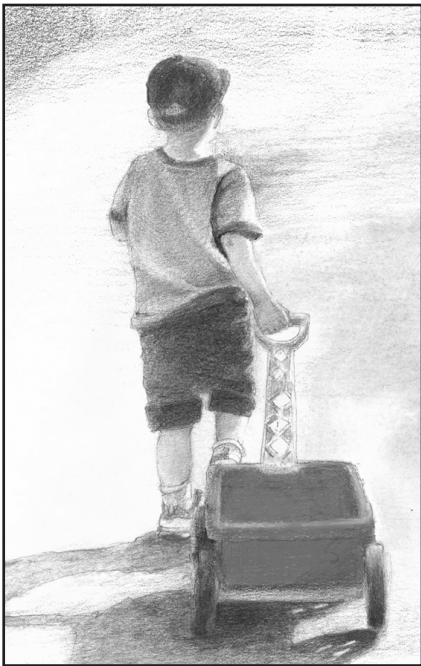
MCC will no longer maintain classroom space at the East Hartford Community Cultural Center. If your classes were ordinarily held there, please note that all of these classes have now been moved to the MCC campus. MCC is grateful to EHCCC for a long and fruitful association!

Drawing with Pastels

Have you ever aspired to draw people, buildings or landscapes with accuracy and style? Using the diversified medium of pastels, we will master the technique of combining lines and blended areas to produce a work of art. Students will study anatomy, perspective, basic drawing skills, color theory and composition. Weather permitting, some classes will be outdoors. This is a class for both the beginning and more advanced art student. Expenses: approximately \$20-\$30 for supplies. Bring sketchbook and pencils to the first class; additional supplies will be discussed at that time.

CRN #20605 4 Saturdays, 6/7-6/28, 12:30-3 p.m. **MCC Bldg. V1 V101**
Fee: \$75

Instructor: **Jacqueline Peterson**



"Alex" by Aleta Gudelski

NEW The Basics of Colored Pencil Painting: Techniques and Applications

Colored pencil is a unique, simple and versatile medium. In this day-long workshop you will learn basic colored pencil techniques, such as strokes, pressure, and burnishing; the special effects of hatching, layering and blending; color theory as it applies to colored pencil; and how to work with a limited palette. In the morning, we will begin with general techniques and some color theory exercises. In the afternoon, we will work toward a full color painting, beginning with sketches of a simple still life and progress through the layering process into a finished piece of art. The course is open to beginning and intermediate students and may also serve as a refresher for those experienced in colored pencil. 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. Students should also bring a lunch.

CRN #20650 1 Saturday, 7/26, 9 a.m.-4 p.m. **MCC Bldg. AST D109**
Fee: \$60

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.

Colored Pencil Workshop: Portraits

Colored pencil is a wonderful medium for capturing a person's likeness. Learn to master the basic colored pencil techniques, while composing a portrait, creating rich, believable skin tones, painting facial features, and creating realistic hair and fabric. The class will work together step-by-step as each student works toward a finished portrait. Students should bring a finished light-line drawing of their chosen portrait that is ready for color application. This preliminary step will allow students to devote the full workshop to colored pencil application and technique. This workshop is open to beginners who have taken *The Basics of Colored Pencil Painting: Techniques and Applications*, as well as intermediate and advanced colored pencil artists. Students should bring the following materials: Strathmore drawing pad (Series 400) or 9" x 12" Stonehenge Pad or larger; Prismacolor Premier Colored Pencil Portrait Set (which contains all the colors used in portraits, including flesh tone); mechanical pencil (Bic is fine); white plastic eraser; kneaded eraser; pencil sharpener; masking tape; colorless blender, optional; compass; and a ruler.

CRN #20651 1 Saturday, 8/9, 9 a.m.-4 p.m. **MCC Bldg. AST D109**
Fee: \$60

Instructor: **Aleta Gudelski**

The Art of Chinese Calligraphy

In this one-day workshop for beginners, you will learn the beautiful and ancient art of Chinese calligraphy. A general background on Chinese art will also be provided, as you practice your brush strokes and develop your calligraphic skills. Materials fee: \$20 for rice paper, bamboo brush, and ink, payable to instructor at the beginning of class.

CRN #20623 1 Saturday, 7/12, 8:30 a.m.-2:30 p.m.
MCC Bldg. V1 V101 Fee: \$60

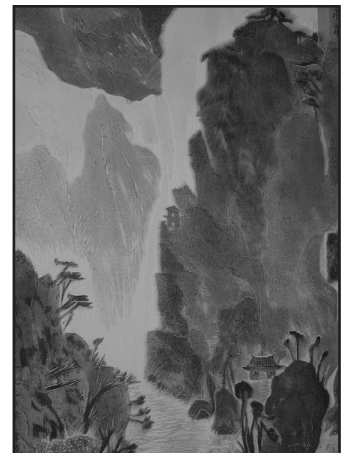
Instructor: **Yuemei Zhang** is a winner of many awards for both her painting and printmaking, and is an experienced teacher in both her native China and the U.S.

Chinese Brush Painting

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 #20624 1 Saturday, 7/19, 8:30 a.m.-2:30 p.m.
MCC Bldg. V1 V101 Fee: \$60

Instructor: **Yuemei Zhang**



"The Gate"
by Yuemei Zhang

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: \$60 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 #20609 1 Wednesday, 6/4, 6-10 p.m. **MCC Bldg. LRC A201**
Fee: \$35

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 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: \$60 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 #20610 1 Wednesday, 6/11, 6-10 p.m. **MCC Bldg. LRC A201**
Fee: \$35

Instructor: Judith E. Goldstein

NEW Silver with a Twist III:

Chaining and Bracelet Trio in an Evening

Continue to challenge your ability to create magnificent chains using only pliers and quality sterling silver jump rings. Learn the Mexican Taxco, the Cross Chain, and the Open Round Chain Maille patterns. Create your bracelet utilizing the pattern of your choice. Work at your own pace with a supportive, patient instructor, and go home with a significant piece of jewelry worth much more than your lab fee. Materials fee: \$60 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. A simple materials list will be mailed prior to class start. Additional supplies will be available for purchase. Prerequisite: *Silver with a Twist I* is required; *Silver with a Twist II* would be helpful.

CRN #20578 1 Wednesday, 6/18, 6-10 p.m. **MCC Bldg. LRC A201**
Fee: \$35

Instructor: Judith E. Goldstein

You may email the instructor at jegpewter@aol.com and she will forward you scans of chaining designs.

NEW

Wire Sculpted Beads and Cabochons

Learn three simple techniques of wrapping stone or glass beads and cabochons with wire to create unique pendants. Freeform techniques will also be taught. No prior jewelry experience required! 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.

CRN #20600 3 Tuesdays, 7/1-7/15, 6:30-8:30 p.m.
MCC Bldg. AST D132 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.

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 #20601 3 Thursdays, 7/10-7/24, 6:30-8:30 p.m.
MCC Bldg. AST D132 Fee: \$40

Instructor: Kris Plimpton

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 #20543 3 Wednesdays, 6/11-6/25, 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.



"Journal of Summer" by
Trudy M. Mitchell

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 #20567 1 Saturday, 7/12, 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.

Please note: The Reiki III/Master course will be offered on Saturday, September 6, and will be advertised in the Fall '08 Credit-Free Catalog.

CRN #20568 1 Saturday, 8/9, 9 a.m.-4:30 p.m. **MCC Bldg. AST D215**
Fee: \$150

Instructor: *Dory Dzinski*

Meditation as a Life Skill

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

CRN #20572 2 Mondays, 8/4-8/11, 7-9 p.m. **MCC Bldg. AST D229**
Fee: \$35

Instructor: *Dory Dzinski*

Get on our mailing list

Would you like to receive the

MCC Credit-Free catalog every quarter?

Call (860) 512-2800 or email: ceinfo@mcc.commnet.edu

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 #20573 2 Mondays, 7/14-7/21, 7-9 p.m. **MCC Bldg. LRC B213**
Fee: \$35

Instructor: *Dory Dzinski*

QiGong: Meditative Movements for Health and Wellness

QiGong (sometimes called “chi kung”) exercise systems have been practiced in China by millions of people since ancient times. There are various types and schools of 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 #20571 3 Tuesdays, 6/10-6/24, 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.*

NEW The Alexander Technique: Learn to Move Mindfully

Do you experience tension or fatigue at work or during certain everyday activities? Do you wish that you had better posture and balance? Then learn how the Alexander Technique can help you! This course will be especially helpful for performing artists, office workers, and anyone else who would like to eliminate physical discomfort and improve their posture. This world-renowned technique teaches you how to move mindfully while at work or home, so that you can reduce tension, prevent aches and pains, and restore natural coordination. In this experiential class, you will investigate how to tap into your mind-body connection, while learning the basic principles of the Alexander Technique and its application to everyday movements. Students should bring a floor mat.

CRN #20675 3 Wednesdays, 7/9-7/23, 6:30-8:30 p.m.

MCC Bldg. LRC B213 Fee: \$50

Instructor: *Eric Miller is certified by the American Society for the Alexander Technique and is an alumni and teaching member of the Alexander Technique Center of New England. Eric also teaches the Alexander Technique at the Hartt School Community Division, and formerly taught the course at the Farmington and West Hartford Continuing Education programs, as well as master classes at Central Connecticut State University and the Hartt School of Music.*

Body, Mind & Spirit

The Emotional Freedom Technique (EFT) Level I 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 #20569 2 Wednesdays, 6/18-6/25, 6-9 p.m.

MCC Bldg. LRC B213 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.*

NEW The Emotional Freedom Technique (EFT) Level II Certificate Training: Change Your Life Now!

Take the next step with EFT, learn to make deep lasting changes in your life, and sharpen your skills to help others, whether they be clients, family or friends. In this workshop, with Level II content approved by EFT founder, Gary Craig, you’ll learn to address more complex situations that often require persistence. You’ll learn to find “root causes” behind the symptoms of discomfort and problems in life, so that you can help yourself and your clients make profound, positive changes. The lessons are highly experiential—you’ll learn by doing. Come with questions and issues to work on! This workshop will be of particular interest to healing arts practitioners who want to further their use of EFT with clients: therapists, RNs, Reiki practitioners, chiropractors, and acupuncturists. Prerequisite: *EFT Training Level I or comparable experience if approved by the instructor.*

CRN #20570 4 Mondays, 7/28-8/18, 6-9 p.m. **MCC Bldg. LRC A108**
Fee: \$300

Instructor: *Cris Jacobs*

NEW Introduction to Mindful Living and Stress Reduction

Participants will be introduced to the technique of mindfulness meditation and how living with greater awareness of the moment can offset the negative impacts of stress on health and well-being. We will discuss what mindfulness is and what it is not. No previous meditation experience is required. **The course meets off-campus at Breathe ... More, 68 Hartford Turnpike (Route 30), Tolland, CT.** Directions will be sent prior to class.

CRN #20676 1 Tuesday, 7/8, 7-9 p.m. Fee: \$20

Instructor: *Cheryl L. Jones, M.A. in exercise science, has had extensive training in Mindfulness-Based Stress Reduction (MBSR) through the University of Massachusetts Medical School. She holds a certificate in spirituality from Saint Joseph College and is the author of Mindful Exercise. She is co-founder of Breathe ... More, a yoga and fitness center located in Tolland.*

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.**

NEW Mindful Living and Stress Reduction

Are you managing pain, loss or illness? Or just trying to meet the demands of everyday life? This course is especially designed for you. Rooted in the practice of mindfulness, you will learn how to live more consciously and skillfully in three principal areas: communication, eating and exercise. Each session will involve a class activity. You will learn and practice conscious listening, breathing awareness, self-observation, sitting meditation, lying down meditation, and gentle movements. Cushions, mats and blankets will be provided, and no previous meditation experience is required. Please wear comfortable, layered clothing. Prerequisite: *Introduction to Mindful Living and Stress Reduction. The course meets off-campus at Breathe ... More, 68 Hartford Turnpike (Route 30), Tolland, CT.* Directions will be sent prior to class.

CRN #20679 3 Tuesdays, 7/15-7/29, 7-9 p.m. Fee: \$55

Instructor: *Cheryl L. Jones*

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 hypnotism 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 #20674 4 Thursdays, 7/10-7/31, 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 #20574 1 Friday, 6/20, 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.*

Body, Mind & Spirit

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 #20673 1 Saturday, 7/12, 9:30 a.m.-12:30 p.m.

MCC Bldg. LRC B208 Fee: \$60

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

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

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 #20654 4 Mondays, 7/21-8/11, 7-9 p.m. **MCC Bldg. LRC A226**
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.*

Computer Technology

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

Ray Burrington, MBA, has 35 years of experience in information systems at Aetna & Travelers insurance corporations, with careers ranging from programmer-trainee to IS Manager and experience that includes application development, technical and operational support, and managing data center operations.

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 more than 20 years' experience managing and integrating business processes in both large and small business settings.

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.

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

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 the Continuing Education Division of Manchester Community College. She has been in the field for more than 10 years. Valerie works with InDesign, providing the layout and design for the catalogs and other marketing pieces.

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

COMPUTER CERTIFICATION TEST PREPARATION

Professional Certification...

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

Course	Page Number	Certification	Exam
Microsoft Office 2003 Certification	10	MCC Certification	N/S

Testing centers that administer certification exams can be found on the web at www.vue.com, www.prometric.com, or www.certiport.com.

For more information contact Bruce Manning, Computer Coordinator at (860) 512-2808 or bmanning@mcc.commnet.edu

More computer certification courses will be offered in the Fall '08 Credit-Free Catalog.

MCC's collaboration with Microsoft promotes student understanding of software by putting software in students' hands. The Microsoft Developer Network Academic Alliance (MSDNAA) provides software to enrolled students for the following courses:

<u>Course Name</u>	<u>MSDNAA Software available to student</u>
Access Introduction.....	Access 2003
Meet the PC.....	Windows XP
Be Your Own PC Tech I.....	Windows XP
FrontPage Introduction.....	FrontPage 2003

Ask your classroom computer instructor about how you can sign up for free software (you pay postage only) or contact the Continuing Education Computer Coordinator Bruce Manning at (860) 512-2808 or email bmanning@mcc.commnet.edu

CERTIFICATION PREPARATION

Microsoft Office MCC Certificate

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 email 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 for approximately \$75. Prerequisite: *Basic Windows, keyboard and mouse skills with some exposure to Microsoft Office.*

CRN #20405 12 Wednesdays, 6/4-8/20, 6-9 p.m. MCC Bldg. LRC B142 Fee: \$499

Instructor: Dorothy Weiner

INTRODUCTORY

Beginning Keyboarding

This is a self-paced, basic typing course designed for the beginner. Develop touch keyboarding skills on a personal computer. Proper techniques for alphabetic and numeric key reaches will be covered. There is no prerequisite.

CRN #20406 2 sessions, Monday & Tuesday, 6/2-6/3, 6-9 p.m.

MCC Bldg. LRC B141 Fee: \$95

Instructor: Ray Burrington

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. Instructor provides handouts. Curriculum workbook provided. Prerequisite: *Basic keyboard and mouse skills.*

CRN #20407 2 Wednesdays, 6/4-6/11, 6-9 p.m. MCC Bldg. LRC B141 Fee: \$95

Instructor: Stuart Lipman

Computer Technology

Meet the Mac

Macintosh allows the user to quickly realize the clarity and strength of its new Mac OS X operating system. You'll explore all of the powerful new features that OS X has to offer, including how to use the finder and the dock functions. Learn how to print, adjust system preferences, and connect to the Internet. Instructor provides handouts. Prerequisite: *Basic keyboard and mouse skills*.

CRN #20408 2 Fridays, 6/20-6/27, 6-9 p.m. **MCC Bldg. AST D211**
Fee: \$95

Instructor: **Richard Hoyer**

Introduction to Personal Computers for Older Adults

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

CRN #20409 2 Thursdays, 6/5-6/12, 1-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Margaret Gordon**

INTERNET

Internet Search Techniques

Are you doing research on the Internet? Looking for information for school, college or business? Do you ever feel that there is so much on the Internet that it is impossible to find what you really need? Take this class and learn how to perform simple and complex searches, the strengths and weaknesses of different search engines, and how to use multiple search engines to find what you need. Save time and energy. Don't get frustrated—search effectively. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills*.

CRN #20410 1 Monday, 6/9, 6-9 p.m. **MCC Bldg. LRC B141** Fee: \$65
Instructor: **Steven Bloom**

Getting Started on the Internet for Older Adults

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

CRN #20411 2 Thursdays, 6/19-6/26, 1-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Margaret Gordon**

Web Design

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

CRN #20412 2 Wednesdays, 6/18-6/25, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Robert Thornton**

Dreamweaver Introduction

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

CRN #20413 2 Wednesdays, 7/23-7/30, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Robert Thornton**

Flash Introduction (for the PC)

This hands-on course will introduce PC users to the basics of creating objects and animating in Adobe's Flash. 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. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills with some web or graphics experience required*.

CRN #20414 2 Wednesdays, 8/6-8/13, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Robert Thornton**

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 #20415 2 Wednesdays, 7/9-7/16, 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. Instructor provides handouts. Prerequisite: *No prior business experience is necessary. Windows, keyboarding and mouse skills are required. Internet experience is helpful*.

CRN #20416 2 Thursdays, 6/19-6/26, 6-9 p.m. **MCC Bldg. LRC B142**
Fee: \$95

Instructor: **Ann Gruden**

Computer Technology

OFFICE SUITES & OUTLOOK

Outlook: Start Organizing Your Business and Personal Life

To help manage your most precious commodity—time—you'll need a variety of tools to help you track and organize information. In this class you will learn to use Outlook tools to help you better manage your time, including how to use the calendar, journal, to-do list, contact manager, and action and follow-up tools. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #20417 2 Tuesdays, 6/10-6/17, 6-9 p.m. MCC Bldg. LRC B141

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 #20418 2 Tuesdays, 6/24-7/1, 6-9 p.m. MCC Bldg. LRC B141

Fee: \$95

Instructor: **Dorothy Weiner**

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 but not required.*

CRN #20419 2 Thursdays, 7/10-7/17, 1-4 p.m. MCC Bldg. LRC B141

Fee: \$95

Instructor: **Margaret Gordon**

Résumé Writing with Word

Are you having writer's block when it comes to creating a résumé? Do you need to update or completely recreate an old résumé? Learn how to build an attractive résumé that presents a complete and beautifully formatted description of your experience and talents to potential employers. This course will provide the student a basic understanding of Microsoft Word, including formatting, spell checking, grammar features and ways to choose styles for your résumé. Instructor will provide handouts. Prerequisite: *Typing and basic Windows skills are required.*

CRN #20420 2 Thursdays, 8/7-8/14, 6-9 p.m. MCC Bldg. LRC B142

Fee: \$95

Instructor: **Steven Bloom**

Of Similar Interest

- Online Academy courses on pages 34-41

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.

SPREADSHEETS

Excel Introduction

Use the Microsoft Excel 2003 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 #20421 2 Tuesdays, 7/8-7/15, 6-9 p.m. MCC Bldg. LRC B141

Fee: \$95

Instructor: **Dorothy Weiner**

Excel Intermediate

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

CRN #20422 2 Tuesdays, 7/22-7/29, 6-9 p.m. MCC Bldg. LRC B141

Fee: \$95

Instructor: **Kristin Violette**

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 will provide handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #20423 2 Thursdays, 7/10-7/17, 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 #20424 2 Thursdays, 7/24-7/31, 6-9 p.m. MCC Bldg. LRC B141

Fee: \$95

Instructor: **Chuck Schwartz**

Computer Technology

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. Workbook included in course fee. Prerequisite: *Basic Windows, typing and mouse skills*.

CRN #20425 2 Tuesdays, 8/5-8/12, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Dorothy Weiner**

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. Perform 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. PC hardware knowledge is helpful. Instructor provides handouts. Prerequisite: *Basic Windows, typing and mouse skills*.

CRN #20434 2 Thursdays, 8/14-8/21, 6-9 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Stuart Lipman**

DIGITAL IMAGING & DESIGN

AutoCAD Introduction

This course will teach you how to design and develop architectural drawings using AutoCAD 2008. Extensive hands-on curriculum is designed to address the needs of engineering design professionals, project managers, and the avid beginner. Recommended text: *Introduction to AutoCAD 2008 2-D and 3-D Design*, Yarwood, available at your local bookstore. Instructor will provide handouts. Prerequisite: *Basic Windows, keyboard and mouse skills*.

CRN #20426 6 Fridays, 7/11-8/15, 6-9 p.m. **MCC Bldg. AST C128**
Fee: \$295

Instructor: **Joseph Kardos**

Adobe Premiere Elements Introduction

Use Premiere Elements to quickly and easily create your own video productions with professional touches. Required text: *Adobe Premiere Elements 2.0, Illustrated*, Cozzola, available at MCC Bookstore. Prerequisite: *Windows, keyboard and mouse skills required*.

CRN #20427 2 Tuesdays, 8/5-8/12, 6-9 p.m. **MCC Bldg. LRC B142**
Fee: \$95

Instructor: **Richard Hoyer**

Of Similar Interest

- Photography courses on pages 27-28

Adobe InDesign Introduction

Adobe InDesign is Adobe's advanced publishing software program. It is used for page layout and design. InDesign is tightly integrated with Adobe Photoshop and Illustrator. This course will provide an overview of the InDesign workspace, import and edit graphics and text and apply precise typographic control. Prerequisite: *Windows, mouse and typing skills required. Some page layout experience is helpful*.

CRN #20428 1 Wednesday, 8/13, 9 a.m.-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Valerie Scott**

Adobe InDesign Intermediate

This 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, multi-page documents, colors, gradients, tints, and exporting to PDF. Prerequisite: *Adobe InDesign Introduction*.

CRN #20429 1 Wednesday, 8/20, 9 a.m.-4 p.m. **MCC Bldg. LRC B141**
Fee: \$95

Instructor: **Valerie Scott**

Photoshop Elements Introduction

Photoshop Elements is a new photo-enhancement and manipulation program designed specifically for amateur photographers, hobbyists and business users looking for an affordable, easy-to-use but powerful digital-imaging tool. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills*.

CRN #20430 2 Tuesdays, 7/8-7/15, 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 # 20431 2 Tuesdays, 7/22-7/29, 6-9 p.m. **MCC Bldg. LRC B142**
Fee: \$95

Instructor: **Richard Hoyer**



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

Computer Technology

MULTIMEDIA

Organizing your Digital Photo, Audio and Video Data

So you now 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, organizing software, photo-blogging, web photo galleries, image-sharing sites and more. The class will include demonstrations as well as technical and practical advice on the topic of photo storage.

CRN #20432 2 Tuesdays, 8/19-8/26, 6-9 p.m. **MCC Bldg. LRC B142**

Fee: \$95

Instructor: **Richard Hoyer**

Pro Tools Digital Recording

This course covers audio recording using Pro Tools software on PC computers and covers all basic functions of the software, as well as some advanced techniques. The course is aimed at musicians looking to record their own music in a home studio. Students will learn not only about recording, but also about editing and mixing audio. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #20433 3 Mondays, 8/4-8/18, 6-9 p.m. **MCC Bldg. LRC B142**

Fee: \$149

Instructor: **Clayton Walnum**

Cuisine

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

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! *Please note: this is a lecture class only, not a cooking demonstration.* Recommended text: Understanding Baking: The Art and Science of Baking, Amendola & Rees, available at local bookstores.

CRN #20663 1 Thursday, 6/19, 6-9 p.m. **MCC Bldg. LRC B208**

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.

NEW A Cook's Tour of the Farmer's Market: Preparing Summer's Bounty

A New England summer harvest of fresh local herbs and vegetables is the starting point to Chef David's "how-to" sampler. This lecture/demonstration will reveal key ingredients and recipe secrets that can bring your summer cooking to the next level! All this will be assembled into a nice light lunch for the participants. The menu will include: Grilled Corn and Tomato Salad with Basil Oil (see what local grilled corn can do to this great summer starter); Gazpacho (what is the secret ingredient? and no, it's not tomatoes); Fresh Herb Vinaigrettes (making and deconstructing vinaigrettes - you may never purchase bottled salad dressing again); Pesto (we will explore variants of this summer classic); and Pasta with Grilled Eggplant, Tomatoes and Corn (the grill leaves its mark on this great harvest dish). Materials fee: \$15, payable to instructor at the beginning of class.

CRN #20678 1 Saturday, 8/16, 10 a.m.-noon **MCC Bldg. LRC A108**

Fee: \$30

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 Raw Foods Preparation

By heating foods over 118 degrees, some vitamins and enzymes are lost. For this reason many people like to add uncooked foods, such as salads, to their menus. Some have developed a style of cooking with all raw ingredients, or "living foods." In this demonstration of raw foods, you will learn to prepare Strawberry Watermelon Soup, Vegetable Walnut Pecan and Raisin Pate, Shredded Zucchini Noodles with Raw Meso Sauce, and Chocolate Banana Pudding. Materials fee: \$10 (may be less depending on number of students), payable to instructor at the beginning of class.

CRN #20662 1 Thursday, 7/10, 6:30-8:30 p.m. **MCC Bldg. LRC A108**

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*.

Attention Cuisine Students



The North and South Kitchens in Lowe Building are undergoing construction this summer. Please check the Fall '08 Credit-Free Catalog for our next full offering of Cuisine courses.

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

Cuisine

Introduction to Wines of the World:

An Exploration in Wine Appreciation & Tasting

In this class, you'll learn everything you've always wanted to know about wine, from Aurora to Zinfandel, including wine and food pairing and how wines are made. Learn about body, color, bouquet, different types of grapes, aging, additives, wine growing regions, and how to really taste and appreciate wine. In each session, participants will taste selected wines from Connecticut and around the world. *Please note: participants must be at least 21 years of age to enroll; IDs will be checked in class.* Materials fee: \$35, payable to instructor at first class. **CRN #20566** 3 Wednesdays, 6/4-6/18, 6:30-9 p.m.

MCC Bldg. LRC A108 Fee: \$65

Instructor: Glenn Lemaire is the coordinator of the MCC Hospitality Management and Culinary Arts Program, and chair and Sommelier of MCC's An Evening of Fine Wines.

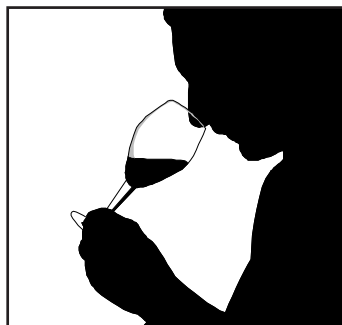
NEW

The Delicious Wines of Summer

During the summer months we enjoy patios, pool parties, barbecues, and cookouts. Usually a variety of wines accompany the foods at these occasions, and the right wines can certainly enhance the events and even make them memorable. In this class, we will feature a wide assortment of "Delicious Summer Wines" suitable for your summer food and social events. The class promises to be enjoyable and educational. 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 #20595 1 Friday, 8/22, 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.



Culture & History

NEW

Connecticut Cultural Heritage Arts Bus Tour: Cape Verdean Festival

This exciting tour will travel to Norwich to explore the culture of Cape Verdeans in southern Connecticut. We will visit stone walls created over several generations by Cape Verdean masons, who will also be on-hand to tell us about their stone-building tradition. We will then visit the reconstructed chapel of St. Anthony in the meditation area of St. Mary's Church to hear about this community-based historic preservation project from the Cape Verdeans who have organized it. Participants will have an opportunity to attend the St. Anthony's Feast Day Mass at the Church, which will be followed by a festival supper featuring Cape Verdean food and a performance by a traditional dance group. The course fee includes transportation, entertainment, and food.

CRN #20631 1 Saturday, 6/14, noon-8 p.m. **Bus tour leaves from and returns to MCC, Parking Lot C** (there is no classroom) Fee: \$75

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

India for Travelers

India is a land of varied cultures. Every state in India has its unique culture, traditions, food, and language. While the northern part of the country is covered with mountains, southern India enjoys tropical climates and the western part is mostly desert. There are a number of opportunities and themes that one can select for travel purposes: sightseeing renowned places, business travel, visiting wildlife sanctuaries, or a spiritual journey. This brief, intensive course will cover all of the above. Whether traveling to India or simply to broaden your understanding of the country, enlighten yourself with the varied facets of this fascinating land.

CRN #20593 2 Wednesdays, 6/11-6/18, 6-8 p.m. **MCC Bldg. LRC A226** Fee: \$30

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 also teaches Ayurvedic healing practices, the Sanskrit language, and Indian cuisine at MCC.

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.

Culture & History

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 #20637 3 Mondays, 7/7-7/21, 6-8 p.m. **MCC Bldg. LRC B209**

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.



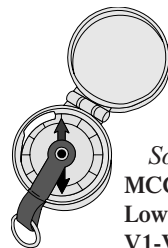
Peters House in Hebron

NEW The Historic Peters House in Hebron: An Endangered Site

The historic Peters House and property located at 150 East Street in Hebron is owned by the Town of Hebron and is being considered for alternative uses. It is the oldest inhabited site in the town—a sacred Mohegan ceremonial site, as well as the residence of Connecticut's first published historian and the site of the rescue of a local African American family by townspeople who kept the family from being sold into slavery. Whether to preserve the house and property or not has become a heated town issue. Much material has been generated both for and against the preservation. This class will discuss past and present research done on the property and efforts to synthesize information for dating the house from pre-Revolutionary to pre-Civil War. Special attention will be given to the people who have inhabited the property and how their lives flow through the history of Hebron. The class will also consider the dilemma faced by many eastern Connecticut towns as real estate value, the need for public space, and other factors compete with historic values.

CRN #20683 2 Thursdays, 6/12-6/19, 7-9 p.m. **MCC Bldg. LRC B213**
Fee: \$40

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.



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
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LRC	=	Learning Resource Center
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NEW Celebrate Local History with Hebron's 300th Anniversary

Lifelong Hebron resident and architectural/cultural historian John Baron will make history come alive through events and personalities from Hebron's past, as the town celebrates its 300th anniversary. Some of these personalities include Sylvester Gilbert, who ran one of the first law schools in Connecticut in the early 19th century and then dedicated his life to his five deaf children; John S. Peters, former Governor of Connecticut; William Annable, a gifted writer and artist with a witty sense of humor; and Cyrus and Susan Pendleton, a father and daughter antiquarian team, who preserved much of Hebron's past. You will also learn what was happening in and around the Hebron Green 150 years ago and how its current appearance is the result of more than 300 years of building and rebuilding.

CRN #20687 1 Thursday, 6/26, 6-9 p.m. **MCC Bldg. LRC B208**

Fee: \$30

Instructor: *John Baron*

NEW Globalization and its Impact on You

What is globalization? Why is there inequality in the world? What is free market? Will Chinese imports destroy our economy? Who are the immigrants and what are their problems? How can we combat poverty? How does religion and race affect matters? What are universal human rights? What is the role of the United Nations? How does globalization affect the environment? Is global warming a problem? What can we do to preserve the world? This course will explore answers to all of these questions by discussing the positive and negative effects of globalization. We will address historical, political, economic, and socio-economic factors of globalization for a deeper understanding of today's world. We will also watch films, discuss current events, and try to develop some solutions. Recommended text: The Globalization Reader, Lechner & Boli (either of two editions), available at your local bookstore.

CRN #20648 4 Thursdays, 7/10-7/31, 6:30-8:30 p.m.

MCC Bldg. LRC B208 Fee: \$60

Instructor: *Marina Viscun* earned a master's degree in international studies from East Carolina University and is a doctoral candidate at the University of Connecticut, where she also teaches introductory courses on international relations and non-western politics. She has traveled extensively and speaks several languages.

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 #20586 7 Tuesdays, 6/17-7/29, 6:15-7:30 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. **Classes meet at the Burton Dance Studio, 63 Linden Street, Manchester.**

CRN #20589 7 Tuesdays, 6/17-7/29, 7:45-9 p.m. **Fee:** \$89 (per person)

Instructor: ***Beverly Burton***

Line Dance

Have fun while you exercise too! Some country dance will be included, but other styles will also be taught. Each dance that is introduced will be reviewed each week as a new one is taught. A partner is not necessary.

Classes meet at the Burton Dance Studio, 63 Linden Street, Manchester.

CRN #20588 7 Thursdays, 6/19-8/7 (does not meet 7/3), 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. **Classes meet at Burton Dance Studio, 63 Linden St., Manchester.**

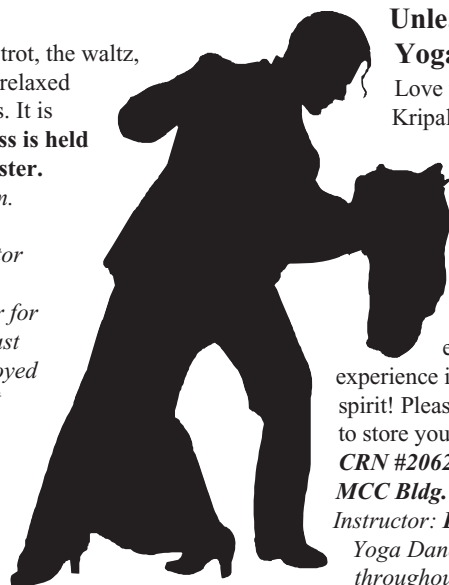
CRN #20587 7 Thursdays, 6/19-8/7 (does not meet 7/3), 7:45-9 p.m.

Fee: \$89 (per person)

Instructor: ***Beverly Burton***

Of Similar Interest

- The Alexander Technique: Learn to Move Mindfully on page 7
- Fitness courses on pages 23-24



Unleash Your Diva through Kripalu Yoga Dance™

Love to dance? Hate to exercise? Get fit the fun way with Kripalu Yoga Dance™. A fusion of Kripalu yoga and dance, the class is a well-rounded workout for the body and soul. Learn to release tension and stress. Move with confidence and ease as you connect with others in a supportive, non-judgmental environment. The session begins with gentle yoga warm-up postures, followed by a period of fun, lively dance, and a rhythmic cool-down, and ends with deep relaxation exercises. No previous experience is required to join in the fun while energizing the spirit! Please bring mat, drinking water, and a combination lock to store your personal belongings during class.

CRN #20629 1 Saturday, 6/28, 12:30-3:30 p.m.

MCC Bldg. Lowe L155 (Aerobics Studio) Fee: \$30

Instructor: ***Ludwika "Vicky" Hannon** is a certified Kripalu Yoga Dance™ instructor who leads classes and workshops throughout Connecticut. She is also a puppeteer, singer, songwriter, and music/theater enthusiast.*

NEW Essential Belly Dance Moves: Circles, Rolls and Shimmies

Got hips? Then you can dance! Virtually anyone can learn the basic hip movements that are the foundation of Middle Eastern (a.k.a. Belly) dance, regardless of their previous dance experience. This class will introduce the student to several basic Middle Eastern dance moves that, when combined, can create simple dance routines or add some fun to a work out. In addition to beginners, students seeking to refine their current Middle Eastern dance techniques are also welcome. Participants must be at least 16 years of age. Appropriate exercise or dance clothing (sweats, leotards, t-shirts and gym shorts, etc.) and footwear (jazz shoes, ballet slippers or socks) must be worn. Please bring a combination lock to store your personal belongings during class.

CRN #20645 4 Wednesdays, 6/11-7/2, 6:30-8:30 p.m.

MCC Bldg. Lowe L155 (Aerobics Studio) Fee: \$50

Instructor: ***Tony Leshinskie** (Hijara) has performed Middle Eastern dance since 1989 and is a founding member of Desert Moon Dancers, Connecticut's outstanding Middle Eastern dance troupe. He has taught Middle Eastern dance classes through several adult education programs since 1998, and has taught at MCC since 2001.*

Latin Salsa Dance and Other Tropical Rhythms

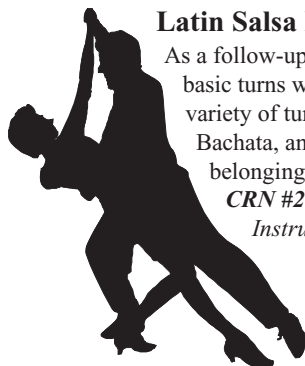
If you got excited about the TV contest, "Dancing with the Stars," and wished that you were a part of it, or if your desire is to become a potential dance competitor in "So, You Think You Can Dance?," then this is the class for you. You will learn how to master sensual and hot Latin rhythms, such as 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 #20653 6 Tuesdays, 6/17-7/22, 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.*

Dance



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 #20652 6 Tuesdays, 6/17-7/22, 7:30-8:30 p.m. **MCC Bldg. Lowe L155 (Aerobics Studio)** Fee: \$80

Instructor: **Oswaldo Tirano**

MCC SEEKS QUALIFIED* INSTRUCTORS FOR CREDIT-FREE COURSES

No Grades! Flexible Schedules! State-of-the-art Facilities!

Wanted subjects include:

- Bass Guitar
- Cuisine
- Cultural History/Travel
- Harmonica
- History of Religions or Philosophies
- Landscape Design
- Language instruction in German, Gaelic, Yiddish & others
- Playwrighting and Screenwriting
- Saxophone
- Sports & Recreation
- Zumba/Aerobics/Fitness

* Master's degree and teaching experience, or equivalent qualifications, required.

For a Prospective Instructor Packet, please call (860) 512-2800 or visit: www.mcc.commnet.edu/continuing/teaching.php

Cashier's Office Hours

Lowe Building, Main Lobby

Monday, Wednesday, Thursday 8:30 a.m.-4:00 p.m.
Tuesday 8:30 a.m.-7:00 p.m.
Friday 8:30 a.m.-noon
Saturday Closed

For more information, call (860) 512-3638.

Please call for holiday closings.

Registrar's Hours

Lowe Building, Main Lobby

Monday, Wednesday, Thursday 8:30 a.m.- 4:30 p.m.
Tuesday 8:30 a.m.- 7:00 p.m.
Friday 8:30 a.m.-noon
Saturday 9:00 a.m.-noon

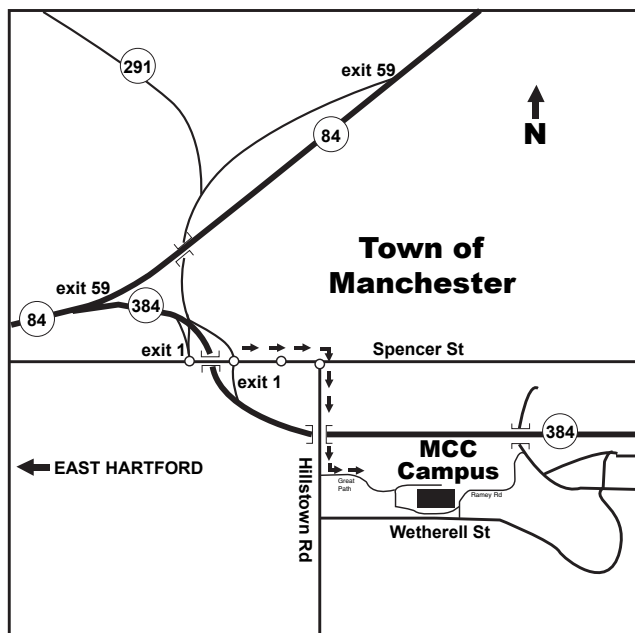
For more information, call (860) 512-3220.

Please call for holiday closings.

For Bookstore hours visit their website at:

www.efollett.com

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. Turn right onto Founders Drive South to Lots C and 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. Turn right onto Founders Drive South to Lots C and 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. Turn right onto Founders Drive South to Lots C and 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. Turn right onto Founders Drive South to Lots C and B.



Auditioning

This course is designed for the actor or actress who's just starting out. Do you want to be prepared for any type of audition? Do you lack the confidence and ability to give a good audition? Learn the ins and outs of community theater; how to give a cold reading; prepare a scene; and research and perform monologues. Students will participate in various solo, partner and group exercises. We will also discuss head shots and resumes. As part of the class, you may have the opportunity to watch and partake in an audition for a community theater production.

CRN #20548 6 Wednesdays, 6/4-7/16 (does not meet 7/2), 7-9 p.m.

MCC Bldg. AST E113 (Auditorium Backstage) Fee: \$99

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 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 #20549 8 Tuesdays, 6/10-7/29, 7-9 p.m. **MCC Bldg. AST E113**

(Auditorium Backstage) Fee: \$130

Instructor: *Deb Popillo*

Scene Study

The growth of an actor is a continuous process. This course will present the actor with challenging scene-study situations designed to improve acting and script analysis skills. Students will learn to see themselves as instruments, recreating human behavior with ease and comfort through a system that gives the actor verbal, physical and emotional freedom when on stage. You'll learn the process that goes into developing a character and what goes into making a performance believable. Choose your own play or the instructor will provide a script for you. Students will be encouraged to work outside of class with their scene partners. Some prior experience in the theater is preferable.

CRN #31000 8 Mondays, 8/4-9/29 (does not meet 9/1), 7-9 p.m.

MCC Bldg. AST E113 (Auditorium Backstage) Fee: \$130

Instructor: *Deb Popillo*

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 #20638 5 Wednesdays, 7/30-8/27, 7-9 p.m. **MCC Bldg. V2 V127** (Class of 8/27 meets at WCCC Radio Station) Fee: \$65

Instructor: *Stew (Beef Stew) Crossen* is a voice-over 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 clients and radio stations. Stew is an award-winning television producer and recently received a 2008 KBA award for commercial radio. He is also the owner of the Voice Over Workshop, LLC.

NEW Become a Talk Show Host

Discover the real history of radio and the evolution of television. Learn the best techniques to producing and hosting a great talk show, and how to recruit hot guests. You will also learn how to make money by using the rights to promote your show. In one intensive session, you'll have what you need to know to get your own show off the ground and on the air. The course fee includes a text handout written by the instructor, "You're on the Air."

CRN #20670 1 Tuesday, 7/22, 6-9 p.m. **MCC Bldg. LRC B213**

Fee: \$20

Instructor: *David K. Ewen, M.Ed.*, published author and veteran talk show host, has been in broadcasting since 1998. He is currently the producer and host of "Today's Author" on Blog Talk Radio and WVTM Television on the Web. David has also produced and aired talk shows on WORC (1310 AM), WGFP (940 AM), KCLA (99.3 FM), and WCAT Television.

NEW Theater with Eastern and Western Classic Fairy Tales

Have you always wanted to act in a play but never had the chance? Do you love fairy tales? This course is your chance to try something creative and fun in a supportive and friendly atmosphere. Your love for theater, ancient fairy tales, beauty, fantasy, dancing, costume-making, and life-lessons will all be brought together in this unique course. Students of all ages are welcome and everyone will be involved in a play whereby learning and enjoyment will be the two key criteria. Handouts and play scripts will be provided in class.

CRN #20622 8 Wednesdays, 6/11-7/30, 7-9 p.m. **MCC Bldg. LRC B209**

Fee: \$99

Instructor: *Rima Martin* is a native of Lithuania and speaks Lithuanian, Russian and Polish. She studied in drama and worked in television in Lithuania. She has also been teaching Eastern European languages at MCC since 2002.

Of Similar Interest

- Dance courses on page 17-18

English as a Second Language

ESL: Conversation, Customs and Culture I

Do you want to practice your English while learning about American customs and culture? If you've been shy or worried about speaking English or making mistakes in social situations, you're not alone. Join with other ESL students in a relaxed, informal atmosphere as we talk, laugh and learn about a wide variety of everyday, practical and social situations. Topics to be discussed will be largely determined by the interests of the class, but may include learning the meaning of idioms, listening to model dialogues, and discussing what to do in problem situations. Practice your communication skills as you share aspects of your culture with your classmates and explore your common interests. If possible, please bring some items from your cultural background, such as photographs, maps, music, or art, to the first class. This course is ideal for au pairs who need to fulfill their educational requirements. Students should be at a high beginner to intermediate level of spoken English. Required text: Talk Your Head Off (...and Write, Too!), Pearson Longman, available at MCC Bookstore.

CRN #20590 6 Tuesdays, 6/10-7/15, 7-9 p.m. **MCC Bldg. LRC A108**
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. Required text (a continuation of the same text from Part I): Talk Your Head Off (...and Write, Too!), Pearson Longman, available at MCC Bookstore.

CRN #20591 6 Tuesdays, 7/22-8/26, 7-9 p.m. **MCC Bldg. LRC A108**
Fee: \$75

Instructor: Amy Hanover

Everyday Idiomatic Expressions

Make no bones about it—this class is all about idioms! We will learn popular “Americanisms,” informal one-liners, and old-fashioned expressions still in use. Come join us as we study idioms as they are used in everyday conversations and in interesting and engaging ways. This course is designed for adult ESL students who are beginners and need to practice basic communication skills. Handouts are provided by the instructor.

CRN #20592 6 Wednesdays, 7/9-8/13, 7-9 p.m. **MCC Bldg. LRC A108**
Fee: \$75

Instructor: Amy Hanover

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 #20558 6 Mondays, 6/9-7/14, 6-8 p.m. **MCC Bldg. LRC B149**
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 #20559 6 Mondays, 7/21-8/25, 6-8 p.m. **MCC Bldg. LRC B149**
Fee: \$75

Instructor: Georgiana Newson

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 #20625 12 sessions, Mondays & Wednesdays, 6/16-7/23, 7-9 p.m. **MCC Bldg. LRC B144** Fee: \$150

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

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for more information and to register.**

Family, Finance & Consumer Issues

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 #20626 1 Tuesday, 6/24, 7-9 p.m. **MCC Bldg. LRC B209**

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 #20634 1 Thursday, 7/17, 7-9 p.m. **MCC Bldg. Lowe L240**

Fee: \$15

*Instructor: **Eric Kincheloe***

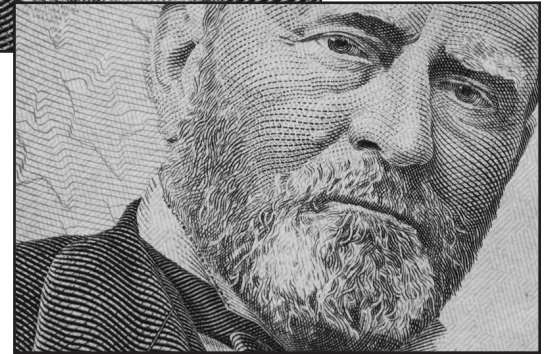
File or Fling: Organizing Your Financial Records

The price of disorganization can be more than a messy desk. Studies have found that people who systematically plan and budget are, on average, 39 percent wealthier than their peers. This class will present strategies to organize your financial documents. For those tortured at tax time, we will cover an organizational system, which can help you cut down on preparation time and find overlooked deductions. We will also discuss which financial records you should keep and for how long. Join us and find out how to streamline your financial life.

CRN #20639 1 Thursday, 6/5, 6:30-8:30 p.m. **MCC Bldg. LRC B208**

Fee: \$15

*Instructor: **Jan Johnson, M.S.** from the University of Connecticut, is a Certified Financial Planner™ professional who provides financial planning and investment advisory services for an independent firm. She is president-elect of the Connecticut Valley Financial Planning Association and practices in Manchester.*



Investment Strategies for Retirement

Would you like to take charge of your money, but feel that you don't have the knowledge? Concerned about stock market declines? 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 #20633 1 Wednesday, 7/9, 6-8 p.m. **MCC Bldg. LRC B208**

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 office in East Hartford.*

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 #20657 1 Tuesday, 8/12, 6:30-8 p.m. **MCC Bldg. LRC A226**

Fee: \$15

*Instructor: **Amy B. LaChance** is a practicing attorney with the Czepiga Law Group LLC of Newington.*

Family, Finance & Consumer Issues

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 #20658 2 Wednesdays, 8/13-8/20, 6:30-8 p.m.

MCC Bldg. LRC A226 Fee: \$25

Instructor: Amy B. LaChance

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 #20656 1 Tuesday, 8/19, 6:30-8 p.m. **MCC Bldg. LRC A226**

Fee: \$15

Instructor: Amy B. LaChance

Of Similar Interest

- See the Certified Financial Planner Preparation advertisement on page 31
-

Fitness & Recreation

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 #20513** 4 sessions, Mondays & Wednesdays, 6/9-6/18, 7-9:30 p.m. **MCC Bldg. Lowe L240**

CRN #20514 4 sessions, Mondays & Wednesdays, 7/7-7/16, 7-9:30 p.m. **MCC Bldg. Lowe L240**

CRN #20515 4 sessions, Mondays & Wednesdays, 8/11-8/20, 7-9:30 p.m. **MCC Bldg. AST E202**

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 #11124 1 Saturday, 5/17, 8:30 a.m.-4:30 p.m.

MCC Bldg. Lowe L240

CRN #20517 1 Saturday, 6/21, 8:30 a.m.-4:30 p.m.

MCC Bldg. Lowe L240

CRN #20518 1 Saturday, 7/19, 8:30 a.m.-4:30 p.m.

MCC Bldg. Lowe L240

CRN #20519 1 Saturday, 8/16, 8:30 a.m.-4:30 p.m.

MCC Bldg. AST E202

Fee: \$95

Instructors: Professional Marine Education staff

Cardio Kick-Boxing Workout

Get the most out of your exercise time and have fun doing it! Burn up to 800 calories per session! Take the excitement, music and energy of an aerobics program and learn self-defense techniques in an action-packed work out. No prior experience needed; participants of any level can attend any class. The usual routine begins with warm-ups and stretching; then, onto 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 #20579 8 sessions, Mondays & Wednesdays, 6/2-6/25, 7-8 p.m.

CRN #20582 8 sessions, Mondays & Wednesdays, 7/7-7/30, 7-8 p.m.

CRN #20580 8 sessions, Tuesdays & Thursdays, 6/3-6/26, 9:30-10:30 a.m.

CRN #20583 8 sessions, Tuesdays & Thursdays, 7/8-7/31, 9:30-10:30 a.m.

CRN #20581 8 sessions, Tuesdays & Thursdays, 6/3-6/26, 6-7 p.m.

CRN #20584 8 sessions, Tuesdays & Thursdays, 7/8-7/31, 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. Students should also bring a lunch.

CRN #20575 6 Saturdays, 6/14-7/26 (does not meet 7/5), 9 a.m.-4 p.m. **MCC Bldg. Lowe L124** (9 a.m.-noon, classroom) and **Lowe L154** (1-4 p.m., Fitness Center) Fee: \$540

Instructor: World Instructor Training School staff



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 #20576 1 Wednesday, 7/30, 6:30-9:30 p.m.

MCC Bldg. Lowe L154 (Fitness Center) Fee: \$60

Instructor: World Instructor Training School staff

NEW Learn about Pilates

So what is Pilates all about? Pilates originally developed in early 20th-century Germany by physician Joseph H. Pilates 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. You will receive an introductory lesson and demonstration to this mat-based exercise which combines elements of yoga and bodywork to strengthen the core muscles of the abdomen, the power house, while increasing flexibility in the legs, arms, and smaller muscle groups. Students who wish to continue after this introductory lesson will be encouraged to enroll in the instructor's multi-session *Introduction to Pilates* in the fall, as well as the *Intermediate* course for more advanced students. 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 #20666 1 Saturday, 6/28, 9-11 a.m. **MCC Bldg. Lowe L155 (Aerobics Studio) Fee: \$25**

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.

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 two dates (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 #20603 16 sessions - Choose from any combination of the following schedules:

- Mondays & Wednesdays, 6/2-7/28 (does not meet 7/2), 12:30-1:30 p.m.
- Mondays & Wednesdays, 6/2-7/28 (does not meet 7/2), 7:30-8:30 p.m.
- Tuesdays & Thursdays, 6/3-7/29 (does not meet 7/3), 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 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 #20585 2 Tuesdays, 7/8-7/15, 6-8 p.m. **MCC Bldg. LRC B144** (first class) & **Gay City State Park** (second class) 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 1 coach by the U.S. Orienteering Federation and has been teaching orienteering for more than a decade.

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 uphill and descents of trails. Students need to bring their own bike and helmet. Please note the rain dates listed below.

CRN #20667 2 Saturdays, 6/14-6/21 (two Sundays, 6/15 & 6/22, 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.

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: \$15, payable to instructor at first class, for workbook and laminated basic-strategies card.

CRN #20668 3 sessions, Tuesdays & Thursday, 6/24-7/1, 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: \$29, payable to instructor at first class, for workbook, regulation casino dice and laminated reference card.

CRN #20669 4 sessions, Tuesdays & Thursdays, 7/15-7/24, 7-9 p.m. **MCC Bldg. Lowe L142** Fee: \$50

Instructor: Nino Nistri



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Gardening

NEW Organic Tomatoes

Tomatoes are the most popular “vegetable” to grow, because there is quite simply nothing like the flavor of homegrown freshness! Of course, maintaining your own tomato garden takes time and energy, so why not maximize your efforts by learning proper techniques by a master gardener? In this seminar, you will learn all about the planting, care and feeding of these wonderful plants in order to reap the best harvest possible. We will discuss plant food, water, support, and pruning, as well as season extenders. All levels of gardening experience are welcome.

CRN #20640 1 Tuesday, 6/3, 6:30-8:30 p.m. **MCC Bldg. LRC B144**
Fee: \$15

Instructor: *Bettylou Sandy* is the owner of Bettylou's Gardening in Manchester. She is a professional gardener who has been doing detail landscaping/design and offering seminars throughout Connecticut and Rhode Island since 1987. She is also an accredited land care professional through Northeast Organic Farmers Association (NOFA).

Container Gardening

Whether you have a small yard, tiny porch, patio, or just a windowsill, you can still grow flowers, herbs or vegetables. Residents of apartments, condominiums, retirement homes, or houses on small lots can beautify their surroundings and enjoy gardening by using containers. Containers are mobile, allowing a gardener to keep and relocate plants or move them for an instant splash of color. Learn how to grow a moveable garden that is easy to maintain and, with a little creativity, can be planted in items found around the house. The instructor will also discuss the plants best suited for container gardening. Students may bring in their own container plants and questions if they wish.

CRN #20643 1 Thursday, 6/12, 6:30-9 p.m. **MCC Bldg. LRC B125**
Fee: \$20

Instructor: *Bettylou Sandy*



NEW Organic Solutions for the Garden

For every problem, there is an available organic solution! In this seminar, we will discuss and demonstrate a variety of ways to deal organically with plant disease, pests, and drainage issues. Bring your questions about all aspects of gardening for a fun evening of problem-solving and problem prevention. All levels of gardening experience are welcome.

CRN #20641 1 Tuesday, 6/10, 6:30-8:30 p.m. **MCC Bldg. LRC B144**
Fee: \$15

Instructor: *Bettylou Sandy*

Shade Gardening

There are thousands of shade-loving plants, shrubs and edibles for the shady spots of your yard. We will explore what kinds of alternative gardens, ground covers, shrubs, vines, vegetables, and herbs can be grown in various kinds of shade, including light shade, mixed sun and shade, deep shade, and sun in winter/shade in summer. Plant lists and resources will be provided to students. This course is for gardeners of intermediate experience or better.

CRN #20642 1 Tuesday, 6/17, 6:30-8:30 p.m. **MCC Bldg. LRC B144**
Fee: \$15

Instructor: *Bettylou Sandy*

Languages

Japanese for Busy People

This is an introductory course in Japanese, designed for individuals interested in the Japanese language and yearning to travel to Japan for pleasure, educational, or business purposes. You will learn Japanese greetings and pronunciation, the Japanese writing system, and writing and pronunciation of the Japanese syllabic system. The course will concentrate on such basic topics as counting from one to ten, the four seasons, asking simple directions, and the proper use of the telephone. Handouts will be provided. You will also watch some Japanese videos.

CRN #20563 6 Wednesdays, 6/4-7/9, 6-8 p.m. **MCC Bldg. LRC B149**
Fee: \$90

Instructor: *Atsuko Balon*, a native speaker of Japanese, has been teaching about Japan's language and culture at MCC since 1997.

Introduction to Conversational Chinese

If you have always wanted to learn the Chinese language but never had the chance to try, then this is your chance! The course is designed for beginners, as well as for people who have some knowledge of the Chinese language. You will learn basic pronunciations, conversational phrases, sentence structures, and how to write Chinese characters. By the end of the course, you will have a foundation for future study in the language. The handouts that will be provided are from a text book published by Beijing Language University in China.

CRN #20677 6 Thursdays, 6/19-7/31 (does not meet 7/3), 6-8 p.m. **MCC Bldg. LRC B209**
Fee: \$90

Instructor: *Portia Gu* was born and educated in China. She holds an M.B.A. in finance from Rensselaer Polytechnic Institute in Hartford.

Japanese for Advanced Beginners

So you've learned some of the fundamentals of the Japanese language, and now want to take your knowledge and practice to the next step? This course will place a greater emphasis on conversational skills, and present a more in-depth view of Japanese culture. Students will also learn the Japanese writing system of Hiragana, Katakana, and Kanji. Handouts will be provided. Prerequisite: *Japanese for Busy People*, or some advanced knowledge of the Japanese language.

CRN #20564 4 Wednesdays, 7/16-8/6, 6-8 p.m. **MCC Bldg. LRC B149**
Fee: \$60

Instructor: *Atsuko Balon*

Languages

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 #20562 6 sessions, Tuesdays & Thursdays, 6/3-6/19, 6-8 p.m.

MCC Bldg. LRC A226 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.

NEW Accelerated Greek for Travelers

Traveling to Greece? Or perhaps you're exploring your Greek heritage and want to start learning the language. In this accelerated course you will build a basic Greek vocabulary and a repertoire of everyday expressions. The instructor will also guide you on popular travel destinations, such as the ancient ruins and the Greek islands. You will learn language skills that will allow you to travel with greater ease and comfort. Handouts will be provided for each lesson. Recommended text: a Greek/English dictionary.

CRN #20659 4 Tuesdays, 7/8-7/29, 7-9 p.m. **MCC Bldg. LRC B209** Fee: \$60

Instructor: *Lindita Lole* earned a master's degree from New School University in New York City. She is a professional opera singer who has performed nationally and internationally. She lived and worked in Greece for seven years, and is fluent in Greek, as well as Albanian and Italian. She also teaches Greek at Second Language LLC in Newington.

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 #20565 8 Mondays, 6/9-7/28, 7-9 p.m. **MCC Bldg. LRC B208** Fee: \$130

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.



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 #20661 6 Thursdays, 6/12-7/24 (class does not meet 7/3), 6-8 p.m. **MCC Bldg. AST T404** 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 home-school students, as well as at the Alliance Française in Hartford.

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 #20594 8 Tuesdays, 6/10-7/29, 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.

Continue Learning Lithuanian

As a follow-up to Conversational Lithuanian for Beginners, students will continue to learn verbs, nouns, pronouns, and adverbs. We will learn intermediate grammatical structures, how to write a letter, declensions, and past, present and future verb tenses. Using skills learned from the class, students will also practice writing a story. Recommended text: Beginner's Lithuanian, Hippocrene Books, available at your local bookstore.

CRN #20660 8 Mondays, 6/9-7/28, 7-9 p.m. **MCC Bldg. AST T404** Fee: \$99

Instructor: *Rima Martin*

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 #20553 8 Tuesdays, 6/10-7/29, 7-9 p.m. **MCC Bldg. LRC B208** Fee: \$160

Instructor: *Carolyn Robins*

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 #20551 6 Mondays, 7/7-8/11, 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.

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, county, 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 #20550 6 Wednesdays, 7/9-8/13, 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 #20655** 8 Mondays, 6/9-7/28, 7-8:30 p.m. **MCC Bldg. V2 V118**
Fee: \$135

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

Introduction to Playing the Bagpipes

Do you love the sound of bagpipes? Maybe even dreamed of learning how to play the instrument yourself? Well, what are you waiting for? You will begin by practicing the chanter—the first step to playing the bagpipes. The course will cover the basics of the instrument, including finger positioning, scales, and simple embellishments. Along the way you will learn some tunes, such as 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. Materials fee: \$55 for textbook and CD, payable to the instructor at the first class.

CRN #20649 6 Mondays, 6/23-7/28, 6:30-8 p.m.

MCC Bldg. LRC A201 **Fee:** \$115

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.

Digital Camera Introduction

Learn the fundamentals of digital photography using a consumer-model digital camera. It is not necessary to own a digital camera, but if you do, please bring it along with your instruction manual. Prerequisite: *Basic Windows, keyboard and mouse skills*.

CRN #20435 2 Tuesdays, 6/17-6/24, 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 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 #20436 2 Tuesdays, 6/3-6/10, 1-4 p.m. **MCC Bldg. LRC B142**

Fee: \$95

Instructor: **Richard Hoyer**

Photography

Photography



Digital Camera RAW

This course is for serious hobbyists through advanced photographers. Improve the quality of your digital captures by using the RAW format. Set up a workflow to quickly process large numbers of RAW files. Make image corrections that would be impossible with other image formats. Designed for any type of photography. Learn to create professional-quality digital photographs from your RAW files, regardless of your current skills. Use the RAW format to correct white balance and exposure problems. Use the extra information in RAW files to recover shadow and highlight details. Set up and use an efficient workflow for RAW images. Instructor provides handouts. Prerequisite: *Basic Windows, keyboard and mouse skills.*

CRN #20644 2 Thursdays, 7/24-7/31, 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 #20599 2 Wednesdays, 8/6-8/13, 6-9 p.m. **MCC Bldg. AST D211**
Fee: \$95

Instructor: Richard Hoyer

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

Composition Techniques

There is one element that can really improve your photographs, one feature that can lift your photo from snapshot to art: a sense of composition. Digital cameras and image processing software provide impressive control over exposure and color balance, but your photos will never succeed if the contents don't come together. This class is designed to help you refine your vision and improve your compositions. We will look at framing, patterns, movements, focal point, and creating depth. We will also look at examples of photographs that highlight compositional rules and techniques which will make a difference in your photos.

CRN #20596 1 Friday, 7/11, 6-9 p.m. **MCC Bldg. AST D211**
Fee: \$40

Black and White Digital

The digital darkroom has opened up many new avenues of exploration for photographers. The black-and-white photographer can use a digital camera or scan black-and-white film negatives into digital form to produce prints that are equivalent to those created in a darkroom. This class will cover all the basics of digital black-and-white, including shooting for black-and-white; scanning black-and-white 35mm negatives; making contrast and tonal adjustments; burning and dodging; and choosing inks and paper for best results. We will work primarily with Photoshop to prepare black-and-white negatives, as well as to convert color files and negatives.

CRN #20597 1 Friday, 7/18, 6-9 p.m. **MCC Bldg. AST D211**
Fee: \$40

Portrait and People Photography

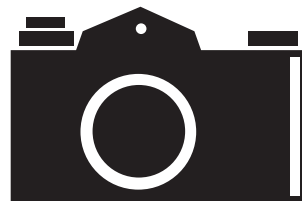
If you like to photograph people for the snapshot album or as fine art, join us for this workshop exploring portrait photography. Using either film or digital camera, learn how to photograph in formal and informal settings, and how to make the most of flash, natural light, close-ups, set poses, and spontaneous candid shots. Discover new ways to set up a portrait, establish a comfortable rapport with your subject, and capture revealing moments and true character. Class discussions will also include basic camera operation, lighting, composition, setting and body language. Participants should have basic camera skills and be prepared to shoot assignments weekly. Please bring your camera to all sessions.

CRN #20598 3 Thursdays, 8/7-8/21, 6-9 p.m. **MCC Bldg. AST D211**
Fee: \$115

Instructor: Richard Hoyer

Of Similar Interest

- Digital Imaging & Design courses on page 13



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 became 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. Required texts: Modern Real Estate Practice and CT Real Estate Practice and Law, as well as two strongly recommended texts, Real Estate Exam Prep for CT and Questions & Answers ... Real Estate Exam, available at MCC Bookstore for approximately \$105 (for all four books).

CRN #20577 16 sessions, Mondays & Thursdays, 6/2-7/28 (does not meet 7/7), 5:45-9:45 p.m. **MCC Bldg. Lowe L141** Fee: \$399
Instructor: **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.

* 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

Continuing Education for Real Estate Professionals

NEW Basic Title Searching

This course is approved for three Continuing Education hours for real estate and appraisal professionals. The course will review the basics of title searches; securing current owner's information; assessor's records; title research; information available from other governmental offices; tips for grantoring and granteeing chains of title; and how to handle special problems, such as foreclosure searching, bankruptcy, probate files, and lien priority.

CRN #20664 1 Saturday, 6/28, 9 a.m.-noon **MCC Bldg. LRC B144**
Fee: \$30

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 is a former state counsel to two national title companies, is a member of the CT Bar Association Real Property Section Executive Committee, and practices law in West Hartford.

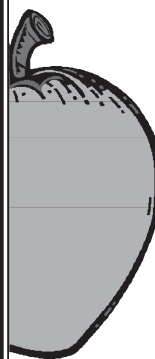
NEW Client Negotiating Strategies

This course is approved for three Continuing Education hours for real estate professionals. Build on the basics of seller-client interactions, including how to structure sales contracts, financing contingencies, inspection contingencies, closing dates, and concessions to benefit your client; how to avoid impasses; and how to handle commission issues, common title and inspection objections, tough customers, deposits, seller financing, disclosures and nondisclosures, and possession dates. Bring your "war stories" for a fast-paced, entertaining session.

CRN #20665 1 Saturday, 7/12, 9 a.m.-noon **MCC Bldg. LRC B144**
Fee: \$30

Instructor: **Elton B. Harvey III**

**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



Are You a Teacher Seeking CEUs?

A teacher may present a course catalog listing, and subsequent evidence of course completion, to his or her superintendent of schools for an approval of CEUs. The Continuing Education office can provide you with a certificate of completion for any Credit-Free course that you successfully complete. Please contact Jessie Bradley at (860) 512-2823 or jbradley@mcc.commnet.edu to request a certificate of completion.

Professional Development

CAREER OPPORTUNITIES

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 #20636 2 Saturdays, 6/21-6/28, 8:30 a.m.-4:30 p.m.
MCC Bldg. AST C101 Fee: \$195

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

How to Cash in with a Successful Home-Based Business

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

CRN #20686 1 Friday, 7/18, 6-8:30 p.m. **MCC Bldg. AST C210**
Fee: \$50

Instructor: LeeAnne Krusemark, author, consultant, successful business owner, and a former chamber of commerce president, offers these business seminars at colleges from New York to Hawaii.

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

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

CRN #20685 1 Friday, 7/18, 8:45-9:45 p.m. **MCC Bldg. AST C210**
Fee: \$25

Instructor: LeeAnne Krusemark

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 #20671 1 Tuesday, 7/29, 6-9 p.m. **MCC Bldg. LRC B213**
Fee: \$20

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.



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:

Date Tuesday, August 19, 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.**

Professional Development

NONPROFIT/SMALL BUSINESS

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 #20684 2 Mondays, 6/23-6/30, 9:30 a.m.-4 p.m.

MCC Bldg. AST C203 Fee: \$135

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.

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 #20560 1 Friday, 6/20, 9:30 a.m.-4 p.m. **MCC Bldg. V6 V162**

Fee: \$70

Instructor: Beverly Salzman

Special Event Fund Raising

Do you raise money for your favorite charity? Or do you organize fundraisers for your nonprofit organization? Come learn how to plan and execute a fun and profitable special event fundraiser. Students will learn about the different types of special events, sponsorships, signature events, goal setting, choosing a team, volunteer recruitment and appreciation, marketing and ticket sales, budgeting, day-of-the-event planning, and event wrap-up. Please bring your lunch.

CRN #20561 1 Friday, 6/27, 9:30 a.m.-4 p.m. **MCC Bldg. V6 V162**

Fee: \$70

Instructor: Beverly Salzman

Of Similar Interest

- Allied Health courses on page 3
- Computer Technology certification program on page 10
- Introduction to Voice-Overs on page 19
- Become a Talk Show Host on page 19
- Personal Trainer National Certification on page 23

Prepare to Become a

Certified Financial Planner (CFP®)

Manchester Community College has offered the Personal Financial Planning Certificate for nearly 20 years. The program is approved by the Certified Financial Planner Board of Standards, Inc. Previously, participants enrolled as credit students; participants now enroll in the program as non-credit students. Successful completion of the six-course series prepares students to sit for the CFP® exam.

This fall MCC will offer the following Credit-Free courses:

- **Fundamentals of Personal Finance**, 13 Mondays, 9/8-12/8 (does not meet 10/13), 7-9:50 p.m., plus a final exam
- **Tax Planning I**, 14 Wednesdays, 8/27-12/3 (does not meet 11/26), 7-9:50 p.m., plus a final exam
- **Estate Planning**, 13 Mondays, 9/8-12/8 (does not meet 10/13), 7-9:50 p.m., plus a final exam

Each course fee is \$675, plus textbooks (available at MCC Bookstore).

Check Fall '08 Credit-Free Catalog for registration details.

For more information about becoming a CFP®, visit www.CFP.net/become.

For more details about MCC's affordable, dynamic Financial Planner Program, go to www.mcc.commnet.edu and search "financial planner."

For more information about the program, please contact: Sandra Baranowski, CFP®, Financial Planner Program Coordinator, SBaranowski@mcc.commnet.edu, or Ann Bonney, Director of Credit-Free Programs, (860) 512-2822 or abonney@mcc.commnet.edu.



OPEN HOUSE FOR INTERESTED STUDENTS

Thursday, June 5

5:00-6:30 pm

Room LRC B144

Writing & Literature

More Great Books

Attention all avid readers—come join fellow book-aficionados in this popular series of book discussions led by distinguished MCC faculty members. The More Great Books series offers a provocative mix of new and classic literature each semester, and for this special summer session, will meet at three-week intervals to allow time for reading and vacations. Books are available at your local bookstore and at most libraries.

CRN #20627 3 Wednesdays, 6/18, 7/9 & 7/30 (every third week), 3:30-5 p.m. **MCC Bldg. AST C209** Fee: \$15

Instructors: **Jana Sime**, Math faculty; **Kimberly Hamilton-Bobrow**, **Michael DiRaimo** and **Ken Klucznik**, English faculty.

6/18 - Silas Marner by George Eliot. George Eliot (born Mary Ann Evans) explores the nature and role of faith and trust in the unseen. She asks us to consider the relationships between Providence and self-determination and between secular and religious world views.

Instructor: **Ken Klucznik**

7/9 - The Last Hurrah by Edwin O'Connor. This 1962 Pulitzer Prize winner is a clever, tender story of old-time, big-city politics. We follow the fortunes of Boston's aging mayor, Frank Skeffington, as he makes one last attempt to secure his hold on the reigns of power in a world that is changing too fast for his tastes and values. Just the right read for this political season.

Instructor: **Michael DiRaimo**

7/30 - The Memory Keeper's Daughter by Kim Edwards. This page-turner traces the impact on two households of an irrevocable decision. It captures the way life takes unexpected turns and how the mysterious ties that hold a family together help us survive the heartache which occurs when long-buried secrets burst into the open.

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



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 #20552 6 Wednesdays, 6/11-7/23 (does not meet 7/2), 7-9 p.m.

MCC Bldg. AST D229 Fee: \$145

Instructor: **Jordon Pecile** retired as the head of the English Department at the Coast Guard Academy. A graduate of Cornell University and the Writing Seminars of the University of Iowa, he has written for National Public Radio, television and theater. He has also published prize-winning short stories and essays in anthologies, *The New York Times*, *Atlantic Monthly*, *Epoch*, and other magazines.

Writing the Examined Life

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

CRN #20555 6 Thursdays, 6/12-7/24 (does not meet 7/3), 7-9 p.m.

MCC Bldg. AST D229 Fee: \$145

Instructor: **Jordon Pecile**

THEMATIC APPROACHES TO POETRY

NEW Poetry of Love

What would the history of poetry be without the theme of love? Probably nonexistent. This seminar is a whirlwind tour of poetic amour, from Sappho to Adrienne Rich, the "Song of Solomon" to "To My Coy Mistress," John Donne to Maude Gonne. Bring in some of your favorites and we'll discuss them as well. Handouts of the poems will be provided in class.

CRN #20607 1 Wednesday, 6/25, 6-9 p.m. **MCC Bldg. LRC A226**
Fee: \$20

NEW Poetry of Loss

The elegiac tradition in poetry is a rich one. After all, the human condition is practically defined by how we deal with loss—the loss of love, loved ones, innocence, ideals, nature, and so on. We will read Thomas Gray's famous "Elegy," Whitman's "When Lilacs Last in the Dooryard Bloom'd," and sample Rilke's masterpiece, "Duino Elegies," as well as more modern takes on the subject. Bring in some of your favorites and we'll discuss them as well. Handouts of the poems will be provided in class.

CRN #20608 1 Wednesday, 7/9, 6-9 p.m. **MCC Bldg. LRC A226**
Fee: \$20

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*. He recently won a Pegasus Award for his verse drama, *My Nose and Me*.

Writing & Literature

NEW

Painting Our Lives with Words: Journal Writing as Self-Expression

In this hands-on workshop, ideas will be introduced to prompt participants to use words “as a paintbrush” in order to explore various aspects of their lives. Participants will consider writing as a tool for expressing thoughts and understanding things that don’t make sense. The aim is to provide each student with a positive approach to self-expression and self-exploration. Please bring writing materials.

CRN #20632 1 Tuesday, 6/24, 6-8:30 p.m. **MCC Bldg. LRC A226**
Fee: \$20

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.

Writing and Illustrating Children’s Books

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

CRN #20554 6 Tuesdays, 6/10-7/22 (does not meet 7/1), 7-9 p.m.

MCC Bldg. AST D229 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.

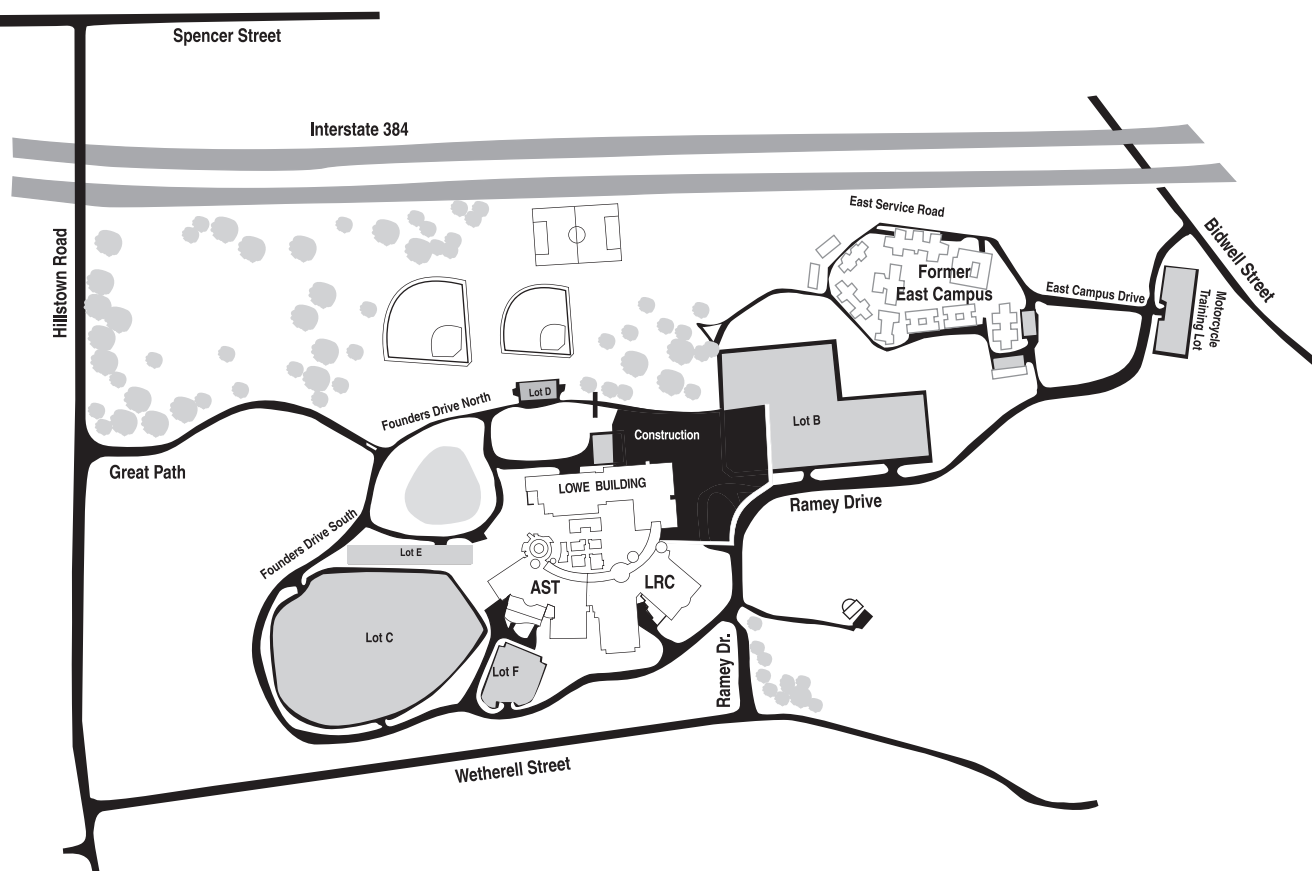
MISHI-MAYA-GAT & SPOKEN WORD MUSIC SERIES

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

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- Free and Open to the Public

Manchester Community College Campus Map



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:

June 18

July 16

August 20

ACCOUNTING

Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more. \$110

CRN #20167

Accounting Fundamentals II

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CRN #20168

ART

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CRN #20191

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CRN #20192

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CRN #20183

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Building Teams That Work

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Learn what all MBAs know—without going to the trouble of getting an MBA! \$110

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Manufacturing Applications

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CRN #20380

Project Management Fundamentals

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CRN #20174

Project Management Applications

Experienced project manager teaches you tricks of the project management trade. \$110

CRN #20172

Purchasing Fundamentals

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CRN #20170

Purchasing Applications

Become a more effective member of your company by learning to apply advanced purchasing concepts. \$110

CRN #20169

Supply Chain

Management Fundamentals

Master the fundamentals of supply chain management and prepare for internationally recognized certification examinations. \$110

CRN #20188

Supply Chain

Management Applications

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CRN #20187

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CRN #20189

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Applications

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Creating a Successful Business Plan

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CRN #20403

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CRN #20250

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. \$110

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Looking for a fun new career coordinating special events? Learn proven techniques from a master event planner. \$110

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Design a life that makes you happy by learning how you can use work to express yourself and share your interests and talents. \$110

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Introduction to Windows Vista
CRN #20244

Introduction to Windows XP
CRN #20245

Introduction to Linux
CRN #20260

101 Tips and Tricks for the iMac and Macintosh
CRN #20275

Computer Skills for the Workplace
CRN #20226

Computer Applications (\$110 per class)

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CRN #20231

Introduction to Microsoft Word 2003
CRN #20230

Intermediate Microsoft Word 2003
CRN #20232

Advanced Microsoft Word 2003
CRN #20233

Introduction to Microsoft Excel 2007
CRN #20238

Introduction to Microsoft Excel 2003
CRN #20237

Intermediate Microsoft Excel 2003
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CRN #20239

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Introduction to Microsoft Access 2003
CRN #20240

Intermediate Microsoft Access 2003
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NEW Introduction to Microsoft PowerPoint 2007
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Introduction to Microsoft PowerPoint 2003
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Introduction to Microsoft Visio 2003
CRN #20303

NEW Introduction to Microsoft Project 2007
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Introduction to Microsoft Project 2003
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QuickBooks 2007 for Contractors
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QuickBooks 2006 for Contractors
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Performing Payroll in QuickBooks 2006
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Introduction to Microsoft Outlook 2003
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Imaging for the Web Using Fireworks MX 2004
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CRN #20279

Introduction to Dreamweaver MX 2004
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CRN #20251

Achieving Top Search Engine Positions
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Introduction to CorelDRAW X3
CRN #20300

Introduction to Flash 8
CRN #20281

Introduction to Flash MX 2004
CRN #20282

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Photoshop Elements 4.0 for the Digital Photographer
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Photoshop Elements 4.0 for the Digital Photographer II
CRN #20298

Photoshop Elements 3.0 for the Digital Photographer
CRN #20294

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CRN #20310

Introduction to Photoshop CS2
CRN #20288

NEW Intermediate Photoshop CS3
CRN #20618

Intermediate Photoshop CS2
CRN #20292

Photoshop CS3 for the Digital Photographer
CRN #20291

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Photoshop CS2 for the Digital Photographer
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CRN #20289

Photoshop Elements Projects
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CRN #20308

Advanced PC Security
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Creating a Home Network
CRN #20253

Wireless Networking
CRN #20256

Introduction to Networking
CRN #20257

Intermediate Networking
CRN #20255

Computer Programming & Database Management (*\$110 per class*)

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CRN #20304

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Introduction to PHP and MySQL
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Introduction to C# Programming
CRN #20270

Intermediate C# Programming
CRN #20271

Introduction to Perl Programming
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Programming
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Intermediate Visual Basic.NET
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Introduction to Visual Basic 2005
CRN #20261

Intermediate to Visual Basic 2005
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Enhancing Language Development in Childhood

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A working casting director teaches you powerfully effective strategies to market yourself locally for film and television work. \$110

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Master your ability to speak, understand, and read Spanish by taking the final installment in our unique three-part Speed Spanish learning series. \$110

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Gain confidence in your basic math skills and start using math to your advantage. \$110

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Goodbye to Shy

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Keys to Effective Communication

Lost for words? Don't be! Learn to build rapport, trust, warmth, and respect through conversation. \$110

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The Magic of Hypnosis

Learn to use hypnotic suggestion on yourself and others with amazing results. \$110

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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. \$110

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Master the secrets of wine appreciation and never be intimidated by a wine steward again. \$110

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Debt Elimination Techniques That Work

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Principles of Sales Management

Master the art of managing sales teams from a sales management professional. \$110

CRN #20176

Professional Sales Skills

Discover how to begin a successful and rewarding career in sales. \$110

CRN #20178

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. \$110

CRN #20177

Marketing Your Business on the Internet

E-commerce expert helps you develop an Internet marketing plan for your business. \$110

CRN #20402

TEST PREP

GED Test Preparation

Want to pass the GED? This course will help you develop the skills you'll need to succeed. \$110

CRN #20313

Prepare for the GED Language Arts, Writing Test

Obtain the skills and knowledge to successfully prepare for the GED Language Arts, Writing test. \$110

CRN #20314

Prepare for the GED Math Test

Master the skills you'll need to successfully pass Test 5 in the GED test series. \$110

CRN #20315

GMAT Preparation

Discover powerful test-taking techniques and methods for improving your score on the GMAT. \$110

CRN #20318

GRE Preparation: Part 1

Discover powerful strategies for success in the verbal and analytical sections of the GRE. \$110

CRN #20316

GRE Preparation: Part 2

Learn a variety of useful techniques for tackling the math section of the GRE. \$110

CRN #20317

LSAT Preparation: Part 1

Learn about law school entrance procedures, developing analytical reasoning skills, and improving your test-taking skills. \$110

CRN #20319

LSAT Preparation: Part 2

Improve your reading comprehension and logical reasoning skills, and discover proven approaches for selecting correct exam answers. \$110

CRN #20320

SAT/ACT Preparation: Part 1

Master the reading, writing, English, and science questions on the ACT and new SAT. \$110

CRN #20321

SAT/ACT Preparation: Part 2

Master the math questions on the ACT and new SAT. \$110

CRN #20322

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. \$110

CRN #20222

Romance Writing Secrets

Learn how to write and sell romance novels from a veteran romance author. \$110

CRN #20197

Fundamentals of Technical Writing

Learn the skills you need to succeed in the well-paying field of technical writing. \$110

CRN #20201

Writing Great Technical Documents

Learn how to write great technical documents from an award-winning technical writer. \$110

CRN #20202

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. \$110

CRN #20184

Grammar Refresher

Gain confidence in your ability to produce clean, grammatically correct documents and speeches. \$110

CRN #20194

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. \$110

CRN #20214

Writeriffic: Creativity Training for Writers

Banish writer's block forever with these tricks from the published writer's toolbox. \$110

CRN #20217

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. \$110

CRN #20199

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. \$110

CRN #20223

Writing for Children

A published children's author shows you how to touch the hearts of children by creating books for them. \$110

CRN #20212

Mystery Writing

Using vivid examples from bestselling mystery novels, this course will teach you the techniques you need to become a successful author. \$110

CRN #20196

Research Methods for Writers

Learn the most efficient and effective methods to conduct research for any writing project. \$110

CRN #20205

Forensic Science for Writers

Learn the secrets behind forensic science and add new characters, depth, and marketability to your fiction. \$110

CRN #20204

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. \$110

CRN #20215

Write Fiction Like a Pro

A Hollywood writer and author teaches you how professional writers use story outlines to structure any type of story. \$110

CRN #20216

Advanced Fiction Writing

Explore advanced fiction writing techniques with a published novelist. \$110

CRN #20221

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. \$110

CRN #20195

Travel Writing

Profit from your experiences in exotic lands (or your own backyard) by learning how to write and sell travel articles and books. \$110

CRN #20200

Creating a Sense of Place

Develop your eye for detail and improve your writing with vivid descriptions, memorable settings, and believable characters. \$110

CRN #20198

Write Your Life Story

Learn how to create and distribute an inspirational and professional autobiography for family, friends, and others. \$110

CRN #20218

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. \$110

CRN #20220

Business Marketing Writing

Write great marketing copy to improve your company's image and your chances of getting hired or promoted. \$110

CRN #20213

Introduction to Internet Writing Markets

A professional writer helps you discover a wide variety of new markets for your written work. \$110

CRN #20219

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

Convert manuscripts into income by producing and selling books like the pros. \$110

CRN #20397

**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

Credit-Free Courses of Interest for Active Adults

(see following page for Membership Form and Information regarding the Organization of Active Adults)

How to Navigate the Supermarket for Healthy Selections	3	CT Cultural Heritage Arts Bus Tour: Cape Verdean Festival	15
Watercolor for All Beginner Levels	4	New England Lighthouses	16
The Basics of Colored Pencil Painting	5	Ballroom Dancing	17
Meditation as a Life Skill	6	Investment Strategies for Retirees	21
Mindful Living and Stress Reduction	8	Tai Chi for Health and Relaxation	24
Introduction to Personal Computers for Older Adults	11	Container Gardening	25
Getting Started on the Internet for Older Adults	11	Digital Camera for Older Adults	27
Word for Older Adults	12	Thematic Approaches to Poetry	32

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 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.

Fill out the membership form, detach the card, sign it and keep for your records.
Then send the completed form to the OAA address below along with your check

MCC Organization of Active Adults Membership Form

(Minimum Age: 50) • PLEASE PRINT

Dues: \$12 per person per year (September 1-August 31) • Make check payable to MCCOAA

(Mr. & Mrs. Mr. Mrs. Ms. Miss) Last Name _____

Last Name (If different) _____

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

✂ DETACH HERE

MCCOAA MEMBERSHIP
September 1-August 31

Member Name

Membership Year

ORGANIZATION OF ACTIVE ADULTS
in partnership with Manchester Community College

MCCOAA Tuition Rebate Program

This program provides a 20 percent tuition rebate for any course(s) you take in the Credit-Free Program up to a maximum of \$50 per membership year (September 1, 2007 through August 31, 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 by September 30, 2008 to:

Carole Walden • 664 Bush Hill Road • Manchester, CT 06040.

You will receive reimbursement within four weeks directly from the Organization of Active Adults.

MCCOAA Tuition Rebate Form

Membership in OAA Required before Course Start Date • Minimum Age Requirement - 50 years

OAA member's name: _____

Member's address: _____

Course title: _____

Course Start Date _____

Course fee: _____

Semester: (circle one) Fall 2007 Winter 2007/2008 Spring 2008 Summer 2008

Instructor's signature: _____

(Verifying that student attended at least one class session)

EXCURSION IN LEARNING GENERAL INFORMATION

COST:

1. The tuition for each session of Technology Camp is \$180. (This camp is subsidized by a gift from the College of Technology, Next Generation Regional Manufacturing Center.)
2. The tuition for Junior Culinary Camp is \$340 (includes a materials' fee).
3. The tuition for Summer Excursions is \$245 for a half day (one course, 30 hours, for two weeks) or \$490 for a full day (two courses, 60 hours, for two weeks). The tuition for Claytime and Clay Creations is \$275 each (includes materials fee). The tuition for each a la Carte session is \$60. The Summer Excursions' registration fee includes a program T-shirt.

SCHOLARSHIPS:

Scholarships are available only for the two-week Summer Excursions Program. Scholarships are limited and need-based, (one scholarship per family). To apply, please submit copies of your 2007 IRS 1040 and W-2 Forms. Include a letter that describes your needs and any extenuating circumstances that would help us to evaluate your financial situation. (Students who already receive a subsidized lunch may already be eligible.) All necessary information must be postmarked by May 27, 2008 to be considered. (Scholarship grants range from \$100-\$200. Parents will be notified of the balance due.) Send information to:

Susan Meisler, Program Coordinator

Excursions in Learning, MS #16

Continuing Education Division

Manchester Community College • Great Path, PO Box 1046 • Manchester, CT 06045-1046

Please note: Registration forms may be sent ahead of the scholarship request information. We will hold your child's place in a class until the scholarship committee makes a decision in the early part of June. If you have any questions, please don't hesitate to call (860) 512-2804 or email smeisler@mcc.commnet.edu.

FOR ALL SUMMER EXCURSIONS' STUDENTS:

Registration forms must be accompanied by both a School Component Form (new Summer Excursions' students only) and a Health and Safety Form. Registrations will **NOT** be processed, nor will seats be reserved in courses, unless all required forms and information are complete. All forms must be submitted together.

THERE ARE THREE WAYS TO REGISTER:

- 1) Send your completed Registration, Health & Safety (all students) and School Component forms (if new to Summer Excursions or enrolled prior to 2005) to:
Excursions Registration, MS #16
Continuing Education Division
Manchester Community College
Great Path, PO Box 1046
Manchester, CT 06045-1046
- 2) Fax number: (860) 512-2801
- 3) All walk-in registrations will be processed by Continuing Education in LRC B147A

Please note: Online and phone-in registrations are not available.

Summer Excursions, Technology Camp and Junior Culinary Camp are very popular programs; please register early. It is helpful to list a second choice if your child's first choice is filled. We will do our best to accommodate your child(ren)'s preferences.

Registrations will be confirmed by mail.

A postcard will be sent confirming your child's course selection(s). It will be followed by a packet of detailed information to be mailed approximately 3 weeks before the start of class.

REFUND POLICY

If your child cannot be accepted into the program, or the class is cancelled due to low enrollment, you will be notified and your payment will be refunded in full.

All refund requests must be written.

1. Junior Culinary and Technology Camps

Full refunds if request is received by June 27, 2008

Partial refund (tuition minus \$70) if request is received between June 28 and July 2, 2008.

No refunds will be issued after July 2, 2008.

2. Summer Excursions

Full refunds if request is received by July 2, 2008

Partial refund (tuition minus \$70) if request is received between July 3 and July 18, 2008.

No refunds will be issued after July 18, 2008.

NO REFUND WILL BE ALLOWED AFTER THESE DATES.

Refunds are issued by the State Comptrollers' Office and take approximately four to six weeks to process. Written requests for refunds should be made to: Susan Meisler, Coordinator, Excursions in Learning Program, (you must call to verify our receipt of your written request)

In person to:..... Room LRC B147A;

By fax to:..... (860) 512-2801; or

By mail to:..... Continuing Education, MS #16
Manchester Community College
Great Path, PO Box 1046
Manchester, CT 06045-1046

For additional brochures or further information contact Susan Meisler, Coordinator at (860) 512-2804, by email at smeisler@mcc.commnet.edu, or call the Continuing Education Info Line at (860) 512-2800 and leave a message.

Excursions in Learning Registration Form

Date _____

Student's name _____ (last) _____ (first) _____ (Middle Initial) Nickname _____

Home address (street/city/state/zip) _____

Student's SS# (for student I.D.) _____ Banner ID# (if known) _____

Male _____ Female _____ Birth date _____ Grade (07/08 year) _____ Age _____

Parents' names _____ Home phone _____ Email _____

Mother's work phone _____ Father's work phone _____ Cell phone # _____

Has the student ever attended the Summer Excursions in Learning Program? _____ Yes _____ No

Junior Culinary Camp Manchester Regional Academy Camp I (July 21-25) CRN #20483 Camp II (July 28- Aug 1) CRN #20484 Fee: \$340	Engineer This! (July 21-25) CRN #20468 CRN #20478 Fee: \$180	Engineer That! (July 28-Aug 1) CRN #20467 CRN #20477 Fee: \$180
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Summer Excursions - Grades K-2 • Please indicate your 1st and 2nd choices with a "1" or "2" in the spaces below.

Morning			Afternoon		
GR	Course Title	Fee	GR	Course Title	Fee
20444	K-2 Acting Adventures	\$245	20448	2-4 Discovering Ancient Egypt through Art	\$245
20452	K-1 Book Cooks	\$245	20447	K-2 Exploring Art through Nature	\$245
20468	K-2 Build Your Designs ... Test Your Creations	\$245	20455	2-4 Picture Your Words	\$245
20441	1&2 Claytime	\$275	20466	1-2 Sampling Science	\$245
20469	2-4 +-x Got Math x-+?	\$245	20446	K-1 Storytelling with Pizzaz	\$245
20453	K-2 Things that Go Bump in the Night	\$245	20461	K-1 The Nature of Numbers	\$245
20472	K-2 Whoosh, Bzz, Gurgle, Fizz	\$245			

Summer Excursions - Grades 3-5 • Please indicate your 1st and 2nd choices with a "1" or "2" in the spaces below.

Morning			Afternoon		
GR	Course Title	Fee	GR	Course Title	Fee
20450	4-6 Castles and Life in Medieval Times	\$245	20440	3-5 Clay Creations	\$275
20445	3-5 Create a Character	\$245	20475	5-8 Colonel Mustard and the Candlestick ... Whodunnit	\$245
20473	4-8 DansKinetics®	\$245	20456	4-6 Computer Adventures	\$245
20454	4-6 Design Your Own Comic Book	\$245	20447	5-8 Digital Scrapbooking	\$245
20469	2-4 +-x Got Math x-+?	\$245	20463	4-6 Discoveries in the Dark	\$245
20465	3-5 Meet the "...ologist"	\$245	20448	2-4 Discovering Ancient Egypt through Art	\$245
20471	5-8 Momentum	\$245	20443	3-5 Exploramos España	\$245
20470	4-6 Rockin' Minerals	\$245	20455	2-4 Picture Your Words	\$245
20474	5-8 Running Your Own Business from Start to Finish	\$245	20462	5-7 Score with Sports Math 101	\$245
20442	3-5 Tooling Around with Art	\$245	20451	5-7 Write On, Write Now	\$245
20439	4-6 Vive la France	\$245			

Summer Excursions - Grades 6-8 • Please indicate your 1st and 2nd choices with a "1" or "2" in the spaces below.

Morning			Afternoon		
GR	Course Title	Fee	GR	Course Title	Fee
20450	4-6 Castles and Life in Medieval Times	\$245	20475	5-8 Colonel Mustard and the Candlestick ... Whodunnit	\$245
20460	6-8 Computer Game Design and Programming	\$245	20456	4-6 Computer Adventures	\$245
20473	4-8 DansKinetics®	\$245	20447	5-8 Digital Scrapbooking	\$245
20454	4-6 Design Your Own Comic Book	\$245	20463	4-6 Discoveries in the Dark	\$245
20464	6-8 Digital Photography Need Camera? _____	\$245	20457	6-8 Get Movin' on Your Computer	\$245
20458	6-8 Lights, Camera, Action	\$245	20476	6-8 Robots Rule	\$245
20449	6-8 MCC Junior Jazz Band Instrument? _____	\$245	20462	5-7 Score with Sports Math 101	\$245
20471	5-8 Momentum	\$245	20451	5-7 Write On, Write Now	\$245
20470	4-6 Rockin' Minerals	\$245			
20474	5-8 Running Your Own Business from Start to Finish	\$245			
20439	4-6 Vive la France	\$245			

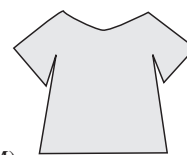
A.M. à la Carte CRN #20437 Fee: \$60	P.M. à la Carte CRN #20438 Fee: \$60
---	---

Have you included?

- _____ Payment
_____ Health & Safety Form (both sides)
_____ Completed Registration Form
_____ School Component Form (if relevant)
_____ T-Shirt size

Summer Excursions Student T-Shirt Size (check one)

- Child Size** **Adult Size**
_____ small (6-8) _____ small (S)
_____ medium (10-12) _____ medium (M)
_____ large (14-16) _____ large (L)
_____ extra large (XL)



REMINDER FOR ALL STUDENTS:
Health & Safety and School Component forms (new students or those attending Summer Excursions prior to 2005) must be submitted with this Registration form.

Make checks payable to MCC.

Mail to:

Manchester Community College
Continuing Education, Excursions
Registration MS #16
Great Path, P.O. Box 1046
Manchester, CT 06045-1046

Total Fees Enclosed: _____

☐ Check or money order # _____ enclosed. I authorize the use of my _____ MasterCard _____ Visa
cardholder name (print) _____ cardholder signature _____
credit card # _____ exp. date (month/year) _____
cardholder address _____ cardholder phone number (W) _____ (H) _____

check if you are: _____ applying for a scholarship (for Summer Excursions only) see page 43 _____ an Excursions instructor _____ parent volunteer

Office Use Only _____ Regis. _____ Conf. _____ Receipt # _____

Banner I.D. _____ Date _____

Excursions in Learning Health and Safety Form

2008 Health and Safety Information

Please print clearly. Complete all information.

(copy to be given to the Excursions' nurse)

To ensure your child's safety and supervision at all times, please complete this double-sided form. The student will not be admitted to class unless **ALL** information is complete! Failure to disclose this information may result in dismissal from the program without the possibility of a refund.

STUDENT INFORMATION

Name: Last _____ First _____ Middle Initial _____

Address _____

Home Phone: _____ Home Email _____

Date of Birth _____ Male ☐ Female ☐

Class(es) AM _____

PM _____

CONSENT FORM

In the unlikely event that reasonable attempts to contact me (the child's parent/guardian), have been unsuccessful, I hereby give my consent for the physician or dentist listed to arrange for emergency transportation and/or administer care; or in the event that the physician or dentist designated on this form is/are unavailable, I hereby give my consent for the staff nurse to arrange for emergency transportation and /or care, (using the information provided on this form.)

(Parent/Guardian Signature)

Date

Print Name

EMERGENCY CONTACTS

1st Contact:

Full Name _____

Address _____

Phone (home) _____

Work _____

Cell _____

Relationship to student _____

EMERGENCY CONTACTS

2nd Contact:

Full Name _____

Address _____

Phone (home) _____

Work _____

Cell _____

Relationship to student _____

MEDICAL INFORMATION

Hospital Information

If a serious medical emergency occurs, if time allows, my preferred choice of treatment centers would be:

Hospital Name _____

Location _____

Phone _____

Physician Information

Name _____

Practice Name _____

Office Phone _____

Dentist Information

Name _____

Practice Name _____

Office Phone _____

Student Medical Information

Height _____ Weight _____

Date of Last Tetanus Shot _____

Please list facts concerning your child's medical history-(if lengthy, please attach a typed copy of any facts concerning your child's medical history)

Condition(s)/Impairments(s) _____

Disease(s) _____

Allergy(ies) _____

Medication(s) (If allergy or other medications need to be administered during the Excursions program, please put in a labeled plastic bag and speak with the nurse on the first day of class)

Other/General Comment(s) (Including any other information that you want your child's teacher to know)

Continued on next page

Excursions in Learning Health and Safety Form

Complete all information. Copy to be given to instructor(s)

STUDENT INFORMATION

Name: Last _____ First _____ Middle Initial _____

Address _____

Home Phone: _____ Home Email _____

Class(es) AM _____ Include AM a la Carte if applicable
PM _____ Include PM a la Carte if applicable

Publicity Release Policy: As part of our ongoing effort to promote the Excursions Program, we may take pictures of children involved in various learning activities. If you prefer that your child's picture **NOT** be taken please sign below.

(Parent/Guardian Signature) _____

Date _____

Print Name _____

SIGN-IN/ SIGN-OUT PROCEDURES

Your child's safety is our primary concern. All students must be signed in at the beginning of the day. And signed out at the end of their half or full day program.

- **Permission to walk** *(for students completing grades 6-8)*

I give my child _____ permission to walk unescorted to the nearest parking lot (B/C) _____ ,
or to this designated building/area _____ at the end of his/her class.

- **Permission to escort a younger child** *(for students completing grades 6-8)*

Permission is granted to _____ to walk my child, _____ , to the nearest
parking lot or to this designated building/area _____ at the end of
his/her class.

- **Authorization to Release**

In the event that ***I am unable to pickup my child*** from his/her class, I will notify the instructor or coordinator in advance (if possible) and authorize one of the following adults to sign him/her out. Identification will be required at time of pickup.

Full Name _____ Full Name _____

Address _____ Address _____

Phone (home) _____ Phone (home) _____

Work _____ Work _____

Cell _____ Cell _____

Relationship to student _____ Relationship to student _____

(Parent/Guardian Signature) _____

Print Name _____

Date _____

A completed School Component Form is required for all new students or students who attended Summer Excursions prior to 2005. This form must be submitted with the student's registration.

Please visit www.mcc.commnet.edu/students/resources/catalog.php#excursions to print out the form and give to your child's teacher to complete and return to you for submission with registration.

GRADE K-2 - MORNING

*For students completing Grades K-2,
during 2007-2008 academic year*

Acting Adventures (Grades K-2)

Laugh! Sing! Dance! We will play a variety of games and activities that work our “physical selves” (stalk like a lion or strut like a king); our “vocal selves” (mimic sounds around you—use big booming voices or teensy-weensy voices); and our “intellectual selves” (be someone else—someone totally different from yourself). We will incorporate movement with storytelling and improvisation to explore the exciting world of creative dramatics.

CRN #20444 9 a.m.-noon MCC Bldg. LRC B209

Instructor: Hope Zettwoch

NEW Book Cooks (Grades K-1)

Spend time with your favorite authors as you gobble up tasty snacks as you learn about different families and cultures. Audrey Wood will give you “sweet dreams” through each of her books. Munch and crunch with stories by Connecticut’s own, Tomie DePaola. And who doesn’t enjoy “milk and cookies” while reading books by Frank Asch? Create projects and hands-on arts and crafts to add to your reading adventures. This course is yummy for your brain and your tummy!

CRN #20452 9 a.m.-noon MCC Bldg. LRC B213

Instructor: Christina Litrico

The instructor had great rapport with kids.

2007 Excursions Parent

NEW Build Your Designs ... Test Your Creations (Grades K-2)

Do you love to build things? Would you like to design and test your own inventions? How about building an eco-friendly, Native American home? Challenge yourself to create a nest for an egg to sit in before it’s dropped from a second floor. Discover how a hot-air balloon can soar through the sky. Explore many other project ideas while recycling unusual building materials. If you’re a creative builder, this course is for you!

CRN #20468 9 a.m.-noon MCC Bldg. LOWE L240

Instructors: Jodi Clare and Claudine Polochanin

Claytime (Grades 1&2)

Create lifetime treasures while having fun. We’ll learn how to coil, pinch, roll slabs and sculpt clay, all while creating colorful fish, critter bowls, mobiles and more. Bring a smock and come prepared to explore the magic of clay. The tuition for this course is \$275 and includes a materials fee.

CRN #20441 9 a.m.-noon MCC Bldg. AST D130 & AST D131

Instructor: Janine Turgeon

NEW + - x Got Math x - +? (Grades 2-4)

See complete course description on page 48.

CRN #20469 9 a.m.-noon MCC Bldg. AST D213

Instructor: Theresa McKeown

Things that Go Bump in the Night (Grades K-2)

Meet the unique denizens of the insect world, up close and personal. Examine some “masters of deception” and “agents of destruction.” Learn about the survival techniques of the only creatures on earth that are in direct competition with humans. Explore the miniature world of insects in the great outdoors of MCC. Record personal findings in your own field guide to the bountiful world of bugs. Become a bug gourmet; details to follow. “Collect” yourselves for our insect-o-rama on the final day of class.

CRN #20453 9 a.m.-noon MCC Bldg. AST C212

Instructor: Winthrop Ford

Whoosh, Bzz, Gurgle, Fizz (Grades K-2)

Welcome to the world of science. Come and explore how things around you work by participating in a variety of exciting, hands-on activities. We’ll investigate the mysteries of electricity, magnetism, aeronautics, catapults and simple machines. Learn about the process of scientific thinking that will allow you to become a scientist. Don’t miss the whoosh, bzz, gurgle and fizz of discovery.

CRN #20472 9 a.m.-noon MCC Bldg. Lowe L142

Instructor: Melissa Szych

GRADE K-2 - AFTERNOON

*For students completing Grades K-2,
during the 2007-2008 academic year*

Discovering Ancient Egypt through Art (Grades 2-4)

See complete course description on page 50.

CRN #20448 1-4 p.m. MCC Bldg. AST D132

Instructor: Karen Anger

Exploring Art through Nature (Grades K-2)

Explore the nature of art through poems, drawing, paintings, stories, creative movement and sound effects. Much of our time each day will be spent outdoors looking for feathers, pebbles, special leaves and sticks, and much more. This class is a balance of physical activities, such as tree tag and nature hikes, and quiet times, such as sponge painting to mimic clouds and building bird houses out of sticks. Emphasis is on developing observational skills, artistic expression and an appreciation of nature. This fusion of body, mind and the arts will have us moving, feeling and creating. Join us!

CRN #20447 1-4 p.m. MCC Bldg. LRC B208

Instructor: Amy Burris

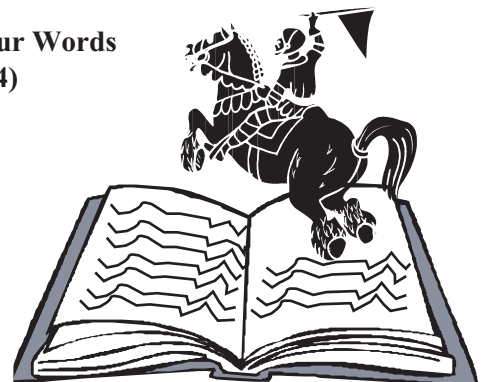
NEW Picture Your Words (Grades 2-4)

See complete course description on page 50.

CRN #20455 1-4 p.m.

MCC Bldg. AST D203

Instructor: Bethany Woods Hill



EXCURSIONS IN LEARNING CLASSES

Sampling Science (Grades 1-2)

Do you love science? Are you always asking questions? Here is a chance for you to explore a different science every day! Study paleontology as we look at real fossils and put together a large dinosaur skeleton. Set up a chemistry lab and mix chemicals together to see what happens. Explore how some of our toys work as we study physics. Identify some common rocks and minerals as you put on a geologist's hard hat. You'll discover things that you didn't know through experiments and participatory activities.

CRN #20466 1-4 p.m. MCC Bldg. Lowe L141

Instructor: Susan (Craig) Harrington

NEW Storytelling with Pizzazz (Grades K-1)

Work with your imagination and your hands! Do you like to listen to, or tell stories? Listen to some wonderful stories from different parts of the world then make up your own. We'll create a variety of puppets and bring them to life by telling their stories! "Draw" upon your imagination to make pictures and create stories about them. We will collect all of our writing and artwork so other people can see and share them. Join the magic world of storytelling.

CRN #20446 1-4 p.m. MCC Bldg. LRC B125

Instructor: Rolande Duprey

The Nature of Numbers (Grades K-1)

Put on your thinking caps and prepare to explore the fascinating world of numbers through scavenger hunts, nature observations, music and art. We will begin each day with a math puzzle that will unlock our featured number adventure. Become part of a group of ladybugs. Learn how to measure up to an inch worm. Create designs with mosaics and patterns. You will connect math to the real world with puzzles and problems that explore the "nature of numbers."

CRN #20461 1-4 p.m. MCC Bldg. LRC B209

Instructor: Hope Zettwoc

GRADE 3-5 - MORNING

*For students completing Grades 3-5,
during the 2007-2008 academic year*

Castles and Life in Medieval Times (Grades 4-6)

Just how "dark" were the Dark Ages? Learn about this exciting time in history while creating your very own three-dimensional castle. Do you know why castles were built, or who got to live in them? Discover just what it takes to be a knight. As we build our castles we will explore what life was really like in Europe 800 or so years ago. Other activities include designing a coat of arms and building a mini-catapult. We will culminate our adventure with a medieval wax museum with figures that can be animated.

CRN #20450 9 a.m.-noon MCC Bldg. AST D132

Instructor: Karen Anger

Create a Character (Grades 3-5)

Do you like to sit and draw funny faces and make up stories about them? Create characters, both two- and three-dimensionally. Draw, sculpt, and make masks. Act and create funny walks. Explore what makes a character more real; create reasons why they act the way they do. Create stories about their lives, and the world in which they live. These characters might be aliens, sea creatures, bugs or people, but they will all come out of your own imaginative character!

CRN #20445 9 a.m.-noon MCC Bldg. LRC B125

Instructor: Rolande Duprey

DansKinetics® (Grades 4-8)

See complete course description on page 50.

CRN #20473 9 a.m.-noon MCC Bldg. Lowe L155

Instructor: Ludwika (Vicky) D'Agostino Hannon

NEW Design Your Own Comic Book (Grades 4-6)

Use words and pictures to illustrate your own stories and jokes. "Draw" on your experiences to create characters. Use a sketchbook to develop drawing and cartooning skills including how to draw expressive faces and action figures. Bring in your favorite comic books for class discussion and to generate ideas about a plot. Leave with an original, first edition comic.

CRN #20454 9 a.m.-noon MCC Bldg. LRC B208

Instructor: Amy Burris



NEW + - x Got Math x - + ? (Grades 2-4)

Join a math archeological expedition. Travel through Ancient Greece to discover the secrets of Athenian mathematics. Your adventure requires problem-solving skills and creative group work. The internet and math literature will be your guides as you discover how to manipulate different shapes and search for answers from the past. So, anyone know what a drachma is?!

CRN #20469 9 a.m.-noon MCC Bldg. AST D213

Instructor: Theresa McKeown

Meet the "... ologist" (Grades 3-5)

If you were a scientist, how would you spend your day? Explore the world of science by studying a different topic each day. As an entomologist, try your hand at collecting live insects in the fields and watch the behavior of giant cockroaches. As an ecologist, you'll explore the ecosystem of trees and plants around the College. Would you rather be an aeronautical engineer and learn about flight with paper airplanes or a chemist who creates a new compound, or an ornithologist who learns about birds and their songs? We are sure to cover your favorite science.

CRN #20465 9 a.m.-noon MCC Bldg. Lowe L141

Instructor: Susan (Craig) Harrington

My son enjoyed coming every day.

2007 Excursions Parent

EXCURSIONS IN LEARNING CLASSES

Momentum (Grades 5-8)

See complete course description on page 51.

CRN #20471 9 a.m.-noon **MCC Bldg. AST C107**

Instructor: Jesse Wilkinson

Rockin' Minerals (Grades 4-6)

Put on your geologist's hard hat as you explore the world beneath your feet. Dig down and learn about different types of rocks. Classify them by shape, size, color, and texture. "Scratch" and "streak" to identify them, as well as a "mystery rock" you'll bring from home. Work with vinegar to see if calcite is "hiding" inside a rock. Make your own sedimentary rocks. Grow your own crystals with salt. What do geologists tell us about the importance of rocks and minerals in everyday life? This information may rock you.

CRN #20470 9 a.m.-noon **MCC Bldg. LRC B127**

Instructor: Thomas Ebersold

Running Your Own Business from Start to Finish (Grades 5-8)

See complete course description on page 51.

CRN #20474 9 a.m.-noon **MCC Bldg. Lowe L245**

Instructor: Jim Griffin

Tooling Around with Art (Grades 3-5)

Throw paint around ... like Jackson Pollack! Bend wire into weird shapes ... like Alexander Calder. Create distinctive works of art with fun and unusual tools like Q-tips™, clay and cardboard. Learn about famous artists as you try out their innovative ways of expressing ideas. Bring home your own objects d'art after our final day artists' open house. A parent-volunteer, car-pooled field trip to the Wadsworth Atheneum will be scheduled. There will be a \$3 admission fee, payable to the instructor on the first day of class.

CRN #20442 9 a.m.-noon **MCC Bldg. AST D110**

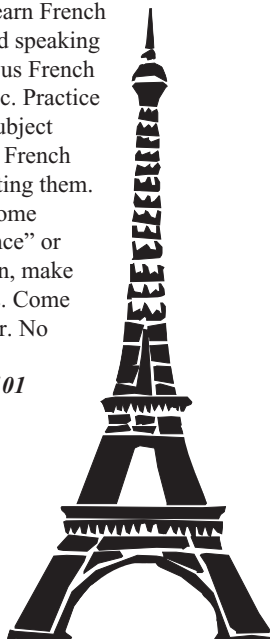
Instructor: Tina Mirto

Vive la France (Grades 4-6)

Immerse yourself in the culture of France. Learn French words and phrases, then practice listening and speaking in French. Study and copy the works of famous French painters, such as Monet and Toulouse-Lautrec. Practice your artistic skills by drawing and painting subject matter related to French themes. Learn about French cuisine by cooking crepes, and best of all, eating them. Come share a picnic of French foods. Take some classic French stories, such as "Le Petite Prince" or "Babar," and try to read them in French. Then, make a T-shirt featuring one of the main characters. Come enjoy a bit of France right here in Manchester. No plane ticket necessary. A bientot!

CRN #20439 9 a.m.-noon **MCC Bldg. V1 V101**

Instructor: Iris Van Rynbach



GRADE 3-5 - AFTERNOON

*For students completing Grades 3-5,
during the 2007-2008 academic year*

Clay Creations (Grades 3-5)

Use your hands and your imagination to create personal works of art. A variety of hand-building techniques will be demonstrated and explored as we create both individual and group projects. Past students will build on previous skills. Bring a smock and come prepared to create some exciting projects. The tuition for this course is \$275 and includes a materials fee.

CRN #20440 1-4 p.m. **MCC Bldg. AST D130 & AST D131**

Instructor: Janine Turgeon

NEW Colonel Mustard with the Candlestick ... Whodunnit ?! (Grades 5-8)

See complete course description on page 51.

CRN #20475 1-4 p.m. **MCC Bldg. AST E106**

Instructor: Sharon FitzHenry-VanDine

One "neat" experience I had...

made new friends and had a lot of fun.

2007 Excursions Student

NEW Computer Adventures (Grades 4-6)

Expand your computer abilities as you navigate through Microsoft and a number of software programs (excluding web design and computer programming). Customize a greeting card with pictures and words. Create an interactive quiz show with Microsoft PowerPoint. Discover the Old West as you drive a virtual wagon train on the Oregon Trail. Travel along the electronic highway with more software options in "Computer Adventures."

CRN #20456 1-4 p.m. **MCC Bldg. LRC B222**

Instructor: Thomas Ebersold

Digital Scrapbooking (Grades 5-8)

See complete course description on page 51.

CRN #20459 1-4 p.m. **MCC Bldg. LRC B207**

Instructor: Tracy Verrastro

Discoveries in the Dark (Grades 4-6)

Ever wonder what it would be like to develop your own black-and-white pictures? You will learn how to use a 35mm camera to take pictures and then develop them. We will focus on (no pun intended) how to pick a subject, picture composition, use of light, developing black-and-white film, and printing 5"x7" and 8"x10" photos. Students must be able to follow directions carefully and work with a camera and sensitive materials. Participants must have use of a 35mm camera, and provide one roll of black-and-white film. There will be a \$7 materials fee payable to the instructor on the first day of class.

CRN #20463 1-4 p.m. **MCC Bldg. AST D111A**

Instructor: Gabrielle Zane

EXCURSIONS IN LEARNING CLASSES

Discovering Ancient Egypt through Art (Grades 2-4)

Travel back thousands of years and across the desert sands to the civilization of Ancient Egypt. Learn how Egyptian traditions and beliefs shaped the way they lived and died. Create a replica of an ancient Egyptian tomb. Learn about the tradition of mummification and make your own mummy, complete with sarcophagus. Experiment with writing using Egyptian hieroglyphics, try your hand at some Ancient Egyptian games and much, much more!

CRN #20448 1-4 p.m. MCC Bldg. AST D132

Instructor: Karen Anger

NEW Exploramos España (Grades 3-5)

Hola amigos! This is your opportunity to immerse yourself in the language and culture of Spain. Learn and act out Spanish phrases to use as you participate in different activities. Practice naming foods that you might order in a restaurant while sampling authentic Spanish food. Taste the difference between a Mexican and a Spanish tortilla and try your hand making churros. Pick apart a Picasso portrait and portray your pet — or something else! Tap and clap to the sounds of Flamenco. Sample these activities and more. Ole!

CRN #20443 1-4 p.m. MCC Bldg. AST D219

Instructor: Kristen Passero



NEW Picture Your Words (Grades 2-4)

If you like to read, write and draw, here is your chance to combine all three of your talents. Use picture books, chapter books and poems as a springboard to imaginative hands-on art activities. Sketches, watercolor painting—even origami—will illustrate your letters, poems, journal entries and maybe a mystery based on a famous work of art.

CRN #20455 1-4 p.m. MCC Bldg. AST D203

Instructor: Bethany Woods Hill

NEW Score with Sports Math 101 (Grades 5-7)

See complete course description on page 52.

CRN #20462 1-4 p.m. MCC Bldg. Lowe L213

Instructor: Jeff Spivey

NEW Write On, Write Now (Grades 5-7)

See complete course description on page 52.

CRN #20451 1-4 p.m. MCC Bldg. LRC B214

Instructor: Jennifer Pohlman

GRADE 6-8 - MORNING

*For students completing Grades 6-8,
during the 2007-2008 academic year*

Castles and Life in Medieval Times (Grades 4-6)

See complete course description on page 48.

CRN #20450 9 a.m.-noon MCC Bldg. AST D132

Instructor: Karen Anger

One “neat” experience I had...

was doing things that I can't do in other places.

2007 Excursions Student

Computer Game Design and Programming (Grades 6-8)

Learn about the history of computer games from Pong to Counter-Strike. We will play games and figure out what makes them fun, and then design some games of our own. Students will learn how different types of games are created using sprites, backgrounds, tiling and sound. Several different development tools will be used including GameMaker, the Visual Basic and C++ programming languages and the Allegro game library.

CRN #20460 9 a.m.-noon MCC Bldg. LRC B222

Instructor: Catherine Seaver

DansKinetics® (Grades 4-8)

Love to dance? Here's your chance! Combine yoga (Kripalu) with the joy of dance in Danskinetics® and the drama of theater. Begin each class with “mind storm” activities, and gentle yoga warm-up postures. Follow up with lively, multicultural dance rhythms from around the world. Experience many styles of dance—circle, line and partner; create your own movements, and use costumes, props—whatever “moves” you! End every class with rhythmic cool down and relaxation exercises. Bring a yoga mat or beach towel, drinking water, and a playful spirit! No previous dance experience is required.

CRN #20473 9 a.m.-noon MCC Bldg. Lowe L155

Instructor: Ludwika (Vicky) D'Agostino Hannon

NEW Design Your Own Comic Book (Grades 4-6)

See complete course description on page 48.

CRN #20454 9 a.m.-noon MCC Bldg. LRC B208

Instructor: Amy Burris

Digital Photography (Grades 6-8)

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 premiere photo imaging/editing software program. Equipment, software and techniques for successful digital photography will be discussed. Share your pictures by learning how to set them up for emailing and/or printing. It is not necessary to own a digital camera to take this course, but if you do, please bring it to class. (If you need MCC to provide a camera, please indicate this on the Registration Form.)

CRN #20464 9 a.m.-noon MCC Bldg. AST D211

Instructor: Richard Hoyer

NEW Lights, Camera, Action! (Grades 6-8)

Participate in all the action of a real, live video production studio using MCC's state-of-the-art facilities. As a member of the student production crew, you'll create a commercial, a news story and an interview. Learn to write a script, draw a story board and master the basic operations of a digital camcorder. Explore creative camera angles, special shooting techniques and advanced computer editing software as you create informational and entertaining videos.

CRN #20458 9 a.m.-noon MCC Bldg. LRC B218

Instructor: Behn Sikora

EXCURSIONS IN LEARNING CLASSES

MCC Junior Jazz Band (Grades 6-8)

Do you enjoy listening to jazz music? Do you have the desire to learn how to improvise and play a variety of jazz styles? If you have at least two years of experience on any brass, woodwind, or percussion instrument (piano included), then you're ready for the MCC Junior Jazz Band. Together, we will listen to and perform jazz classics, learn the art of improvisation, compose our own blues tune, and have a great time. You will have the opportunity to demonstrate your new skills and talent during a concert performance on the last day of class.

CRN #20449 9 a.m.-noon **MCC Bldg. V2 V127**

Instructor: Gerry Saez

Momentum (Grades 5-8)

Ever wonder what makes a car move? Ever wonder what makes a plane able to soar through the sky, or a rocket fly straight up and into outer space? Step back and take a look at what's going on behind the scenes. Put your mind to the test when we have a hands-on experience with transportation technology. Design and build both land and air vehicles. Explore land vehicles powered by springs, gliders that fly forever and rockets that are powered by water and air. Explore the impact of transportation on our society.

CRN #20471 9 a.m.-noon **MCC Bldg. AST C107**

Instructor: Jesse Wilkinson

Rockin' Minerals (Grades 4-6)

See complete course description on page 49.

CRN #20470 9 a.m.-noon **MCC Bldg. LRC B127**

Instructor: Thomas Ebersold

Running Your Own Business from Start to Finish (Grades 5-8)

This course will introduce you to the ins-and-outs of starting, maintaining, and building your own business. It will feature hands-on activities, such as planning, manufacturing, selling, and accounting for a class-designed product. You will create a product, develop a business and marketing strategy, sell the product, keep financial records of earned income, and, hopefully, distribute your profits to your stockholders. This course will provide an exciting glimpse of the free-market economy.

CRN #20474 9 a.m.-noon **MCC Bldg. LOWE L245**

Instructor: Jim Griffin

One "neat" experience I had...

being able to run my own business.

2007 Excursions Student

Vive la France (Grades 4-6)

See complete course description on page 49.

CRN #20439 9 a.m.-noon **MCC Bldg. V1 V101**

Instructor: Iris Van Rynbach

GRADE 6-8 - AFTERNOON

*For students completing Grades 6-8,
during 2007-2008 academic year*

NEW Colonel Mustard with the Candlestick ... Whodunnit?! (Grades 5-8)

An inter-"act"-ive whodunnit! In this theater course, students will develop their own 30-minute script based on the popular mystery board game, CLUE™, and allow the audience to vote on three possible endings to the skit. Class will explore physical characterization, dialects, scene structure, and more. We will write, rehearse and perform our skit within two weeks.

CRN #20475 1-4 p.m.

MCC Bldg. AST E106

Instructor: Sharon FitzHenry-VanDine



NEW Computer Adventures (Grades 4-6)

See complete course description on page 49.

CRN #20456 1-4 p.m. **MCC Bldg. LRC B127**

Instructor: Thomas Ebersold

Digital Scrapbooking (Grades 5-8)

Create a virtual scrapbook which incorporates your photos with special effects using Adobe software programs like Photoshop, Illustrator and InDesign. Photoshop enables you to create an array of special effects—borders, lettering, backgrounds and photo manipulation. InDesign will allow impressive layouts for your photos and artwork. Illustrator will fine tune your scrapbook with custom features. Bring your photos on a CD or zip drive. Bring home a CD that you can share with friends and family members. You may even continue to update your electronic book after this class! Join the fun!

CRN #20459 1-4 p.m. **MCC Bldg. LRC B207**

Instructor: Tracy Verrastro

Discoveries in the Dark (Grades 4-6)

See complete course description on page 49.

CRN #20463 1-4 p.m. **MCC Bldg. AST D111A**

Instructor: Gabrielle Zane

Get Movin' on Your Computer (Grades 6-8)

Create web animations on your PC with the Flash software package. 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.

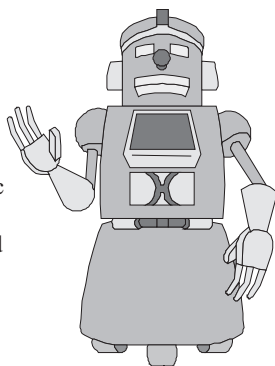
CRN #20457 1-4 p.m. **MCC Bldg. AST D211**

Instructor: Richard Hoyer

EXCURSIONS IN LEARNING CLASSES

NEW Robots Rule! (Grades 6-8)

Robots are used to clean, build, communicate, search and explore the world around you. Robots are tireless workers that can be designed to perform many complex and dangerous tasks. Can you design a robotic arm? Create a model robotic arm that will move objects. In a design team, you will build a robotic arm using wood, glue, pneumatic (air) power and tubing. Use your robot to compete against other teams. Robotics engineering and technology will be explored.
CRN #20476 1-4 p.m. MCC Bldg. AST C101
Instructor: Behn Sikora



NEW Score with Sports Math 101 (Grades 5-7)

Are you a sports fan? Do you find yourself watching SportsCenter every day to check out the box scores for the latest (wo) men's basketball game? Did you track the "Gigantic" upset of the NEP's quest for a perfect record? Can't get enough of scoreboard watching? If you're a "sportoholic," you'll love researching and analyzing statistics to create your own "Fantasy League!" We'll design the league, draft our players, calculate our standings and crown a victor as we play ball!
CRN #20462 1-4 p.m. MCC Bldg. LOWE L213
Instructor: Jeff Spivey

NEW Write On, Write Now (Grades 5-7)

Wanted – your talents and motivation to put your creative ideas on paper. Tap into a different inventive writing opportunity each day. Artifacts, photos, memories, art, music, nature, food, newspapers – what do all these concepts have in common? YOU! Make the "write" choice about what, where, and even how you do that writing. Authors may share their work during class and at our "Write On" reception the last day
CRN #20451 1-4 p.m. MCC Bldg. LRC B214
Instructor: Jennifer Pohlman

Lots of variety and hands-on activities.

2007 Excursions Parent

MEET OUR INSTRUCTORS

Karen Anger earned a B.S. in Art Education and has completed 30 hours of graduate work. She has been teaching since 1976. She is currently an elementary school teacher in Mansfield where she has twice been the recipient of the Celebration of Excellence Award. She returns to the Excursions' team with "**Discovering Ancient Egypt through Art**" and "**Castles and Life in Medieval Times**".

Linda Armstrong, a mother of two enthusiastic Excursions' students, returns to Summer Excursions for her fifth year as a parent volunteer. She now works as a university assistant at Eastern Connecticut State University's J. Eugene Smith Library while completing the requirements for a second career in Library Media. She will be supervising "**A.M. a la Carte**".

Amy Burris earned B.A. Degrees in Art and French before gaining her teacher certification. She has taught abroad and in area schools since 1993. She will be teaching "**Exploring Art through Nature**" and a newly developed "**Design Your Own Comic Book**".

Jodi Clare earned a B.S. in Elementary Education and has completed requirements for her Masters in Early Childhood Education at Central Connecticut State University. A kindergarten teacher in Manchester, she returns to Excursions with co-instructor Claudine Polochanin for their newly revised "**Build Your Designs ... Test Your Creations**".

Ludwika (Vicky) D'Agostino is a certified Kripalu Yoga and Kripalu Danskinetics® instructor. She has worked with children of all ages as a youth theatre director and children's entertainer. She is a singer, songwriter, puppeteer and music/theater enthusiast. She returns with "**DansKinetics**".

Rolande Duprey is a storyteller/puppeteer who has created her own shows through Purple Rock Productions. She recently completed a CD of "The Snowmaiden," with Russian folk music. She has developed "**Storytelling with Pizzaz**" and "**Create a Character**".

Thomas Ebersold has a Sixth Year Degree in Gifted and Talented Education from the NEAG School of Education at the University of Connecticut. He has been a TAG teacher for eight years. He will be teaching "**Rockin' Minerals**" and a newly developed "**Computer Adventures**".

Sharon FitzHenry-VanDine has more than 20 years of theatrical experience both as a teacher and artistic director. A member of the Actor's Equity Association and the Society of Stage Directors and Choreographers, she has directed many children's productions. She returns to Excursions with a theater course based on the popular mystery board game, Clue®. Join her in her newly developed "**Colonel Mustard with the Candlestick ... Whodunnit?!**"

Winthrop Ford earned an M.S. in Science and is known as the "Bug Man" to many school children throughout Connecticut. He has been a consultant, team leader and guest speaker in many public school enrichment programs. His passion for science and engaging teaching style, have captivated young and old audiences alike. An avid collector, he has had the privilege of having two insect species named after him. He returns with "**Things that Go Bump in the Night**".

Lindsay Gay earned her culinary degree from Johnson and Wales University. She has been a Culinary Arts instructor at Hartford Public High School for the past eight years. In 2005 she won the National Restaurant Associations' Teacher of the Year Award. She looks forward to sharing a delicious experience in "**Junior Culinary Camp**".

Jim Griffin worked in the insurance industry for many years before earning his Master's in Education and beginning a second career as a teacher. He taught in the gifted and talented program at Lebanon Elementary School where he won an award as the District Teacher of the Year. He teaches grades 2-5 in the gifted program at Somers Elementary School. He returns to Excursions with the popular "**Running Your Own Business from Start to Finish**".

Susan (Craig) Harrington holds a B.A. and M.S. in Biology from the University of Connecticut and has done studies in many other science fields. She taught science and natural history enrichment classes for 28 years at an area children's museum and is currently teaching enrichment classes in Mansfield. She likes nothing better than getting young children excited about science. She brings **"Sampling Science"** and **"Meet the ... ologist"** to Excursions.

Richard Hoyer earned an M.A. in Educational Media and Television. He is a fine art, portrait, and location photographer who has had more than 20 years of fun and profit in the photo world. His work is exhibited regularly at galleries around the State. An instructor at MCC, he returns to Excursions with **"Digital Photography"** and **"Computer Animation"**.

Christina Litrico earned a B.A. in psychology from Eastern Connecticut State University. She is a second grade teacher in Manchester. She is excited about bringing her version of **"Book Cooks"** to Excursions after participating in an enrichment cluster that explored this terrific topic.

Theresa McKeown teaches gifted and talented students in West Hartford's QUEST Program. An elementary school teacher in Math Quest, she also engages students in creative problem-solving exercises such as those she uses in **"x+ Got Math +x ?"**.

Tina Mirto is a docent and museum educator who has directed programs at the New Britain Museum of Art and the Florence Griswold Museum. She designs and teaches interactive art classes. She returns to Excursions with **"Tooling Around with Art"**.

Kirsten Passero earned a B.A. in Spanish and an M.S. in Reading. She has been teaching Spanish in Glastonbury for six years. Having studied abroad, she renews her acquaintance with the Spanish culture and language in yearly visits to Spain. She brings her newly developed **"Exploramos España"** to Excursions.

Jennifer Pohlman earned her B.A. in English and Certification in Middle Level Education from Eastern Connecticut State University. She is currently working on her M.S. in Remedial Reading at Central Connecticut State University. She teaches 8th grade Language Arts at Ellington Middle School. She enjoys writing and reading in her spare time. Jennifer brings her newly developed **"Write On, Write Now"** to Excursions.

Claudine Polochanin earned a B.A. in Social Work and then an M.Ed. She teaches in the Manchester schools, and was nominated for the Disney Teacher of the Year Award. She joins her colleague, Jodi Clare, in their newly revised **"Build Your Designs ... Test Your Creations"**.

Dr. Michael Rooke is MCC's Division Director for the Center for Business and Technologies. He is involved in many MCC initiatives to encourage students, particularly in grades K-12, to become comfortable with technology, appreciate the environment and to consider technology or engineering careers. With these goals, he lends his teaching talents to the Excursions' program with **"GPS Sleuthing,"** a newly developed course for Technology Camp II **"Engineer That!"**.

Gerry Saez, a graduate of the University of Connecticut, is the band director at Horace W. Porter School in Columbia. He is also director of the Columbia Community Band. Prior to teaching, Gerry played lead trumpet in a professional jazz band. This summer he will be directing the **"MCC Junior Jazz Band"**.

Catherine Seaver is an author and Associate Professor in MCC's Center for Business and Technologies. She has been involved with computer education for children in a variety of settings, including Great Path Academy and Excursions. She returns with **"Computer Game Design and Programming."** She will also teach **"Design It"** as part of Technology Camp I, **"Engineer This!"**

Behn Sikora graduated from Central Connecticut State University with an M.S. in Educational Leadership and a B.S. in Technology Education. He has taught about engineered structures to Hartford High School students. He now teaches about video productions and technology at Wethersfield High School. Behn has created three new courses for Excursions. He will be teaching **"Super Structures"** in Technology Camp II in Engineer That! He will also be teaching **"Lights, Camera, Action!"** and **"Robots Rule"** during Summer Excursions.

Jeff Spivey earned both a Bachelor's and a Master's Degree in Education from the University of Connecticut. A middle school math teacher in Coventry, he is proficient in science technology applications and operates the school's website. He looks forward to engaging his students with the newly developed **"Score with Sports Math 101"**.

Melissa Szych earned a B.S. and an M.S. in Science Education. A creative middle school science teacher in Mansfield. She returns with the popular science course, **"Whoosh, Bzz, Gurgle, Fizz"**.

Janine Turgeon holds a M.A. in Ceramics. She has taught ceramics to children of all ages at the Farmington Valley Arts Center and the after-school program in Marlborough. A professional ceramics artist, she has exhibited in several arts centers around the State. Janine returns to the Excursions' program with two popular ceramics courses, **"Claytime"** and **"Clay Creations"**.

Tracey Verrastro earned a B.A. in Communications with a focus on graphic design. A parent and active volunteer in the Bolton school system she is a substitute teacher in grades K through 8. She has organized and teaches after-school technology classes in web and graphic design. She looks forward to releasing the creative abilities of students with a newly developed course, **"Digital Scrapbooking."** She will also supervise **"P.M. a la Carte"**.

Jesse Wilkinson earned a B.S. in Technology Education and is a middle school technology teacher in South Windsor. An avid model builder since first grade, he continues his interest in technology as an advisor to both the FIRST Robotics Team and the FIRST Lego® League. He returns with **"Lego® Robotics"** in Technology Camp I, **"Engineer This!"** with Catherine Seaver and **"Momentum"** during Summer Excursions.

Gabrielle Zane has an M.F.A. from Bennington College and has been teaching in the arts for more than 15 years. She has taught photography to students of all ages and is a Master Teaching Artist. As an accomplished photographer, her work has appeared in local and national newspapers and magazines. She returns to Excursions with **"Discoveries in the Dark"**.

Hope Zettwoch earned an M.A. in Education and has worked with elementary school children in all grades. A former dramatic arts teacher and director of **"Arts in Motion,"** she now is an elementary school teacher and looks forward to unleashing the creative abilities of students with two new classes, **"Acting Adventures"** and **"The Nature of Numbers"**.

MEET OUR COORDINATOR

Susan Meisler the Coordinator of Excursions in Learning, brings 32 years of classroom experience to the Excursions' program. She earned an undergraduate degree in History, graduate degrees in Education and Political Science and a Sixth Year Equivalency in the Social Sciences. She has made presentations and received many awards in curriculum development, including a Fulbright Fellowship to India. Having traveled abroad widely, she recognizes the importance of cultural diversity in the Excursions' program. A museum docent at the Wadsworth Atheneum, she shares her love of art and teaching with both children and adults.

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. 4/08, 55M, 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, unless otherwise indicated in the course descriptions. Please see maps on pages 18 and 33 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 33. *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.commmnet.edu> (using MasterCard or Visa). For details see page 54 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) _____

ETHNICITY/RACE ☐ HISPANIC/LATINO ☐ NON-HISPANIC/NON-LATINO ☐ CHOOSE NOT TO RESPOND (NONE)

IF YOU CHECKED NON-HISPANIC/NON-NON-LATINO ABOVE, WHAT IS YOUR RACE? (CHECK ALL THAT APPLY):

☐ WHITE (10) ☐ BLACK OR AFRICAN AMERICAN (20) ☐ ASIAN (45) ☐ AMERICAN INDIAN/ALASKAN NATIVE (50)
☐ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER (80) ☐ OTHER (90) ☐ CHOOSE NOT TO RESPOND (60)

CRN#	Course Title	Start Date	Time	Room	Fee
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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 54.

Office Use Only	Regis.	Special	Receipt #	Date
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Continuing Education Credit-Free Programs

For Information: (860) 512-2800 / To Register: (860) 512-3232

www.mcc.commnet.edu/ce

**Nearly 40
New Courses
Added
See Inside
Front Cover**



Online Academy

Check out our course selections
on pages 34-41

Preparation for CT Real Estate Licensing Exams

- Principles and Practices of Real Estate
- Continuing Education for Real Estate Professionals

See page 29:

Basic Title Searching
Client Negotiating Strategies



BOATING SAFETY

- To obtain a CT Certificate of Personal Watercraft/Safe Boating
 - Saturday and Weekday Evening Classes Available
- See Recreation section
on page 22



Motorcycle Rider Program

Directed by the
CT Department of
Transportation

Focus on street strategies
and survival skills

Classes run through October

Call (860) 512-3004, Option #2, ext. 8705

For Registration Packet and Schedule

or Visit: www.mcc.commnet.edu/motorcycle.htm



SUMMER EXCURSIONS* 2008

*For gifted and high-achieving students in Grades K-8

August 4-15

Also watch for:

- Technology Camp..... July 21-August 1
- Junior Culinary Camp I & II July 21-August 1

See pages 45-53

For more information contact Susan Meisler,
Program Coordinator at (860) 512-2804 or
smeisler@mcc.commnet.edu



MANCHESTER
COMMUNITY
COLLEGE

Continuing Education Division
Great Path, MS #16
P.O. Box 1046
Manchester, CT 06045-1046

FIRST CLASS MAIL