

Lifelong Learning
Career and Personal Development



Inspired!

Community Education
Spring 2018 Schedule • Classes through May 2018
Register Online: www.laspositascollege.edu/communityed




Welcome to Spring!

Las Positas College
COMMUNITY EDUCATION

Welcome To Spring 2018! It's a special year for Community Education at Las Positas College. We've been serving the Tri-Valley for 20 years!

Community Education started off in 1998 with a few computer classes advertised on a photocopied flyer, and has grown into a program that serves thousands of students from the Tri-Valley and beyond. Our life-long learning mission has resonated within our Community, and we've provided unique and valuable opportunities over these 20 years for students to learn and for teachers to do what they love.

We would like to express our thanks for your support of the program over the years. During Spring, Summer and Fall 2018, we'll be offering a series of \$20 classes for your professional and personal benefit. Look for this symbol  for our special anniversary classes. Never taken a class with us before? It's your year! Enroll today.



In Learning,
Frances DeNisco
Program Coordinator

"What we learn with pleasure, we never forget."

— Alfred Mercier



Celebrating 20 years of instructors from our community



Sophie Rheinheimer was the founder and senior coach of the Las Positas Fencing Center. Sophie has fenced competitively at both the national and international levels. She won a bronze medal at the 1998 Nike World Master Games and was a member of the USA team competing at the 1999 and 2000 Veteran's World Fencing Championships in Siofok and Godollo, Hungary. Sophie is also a founding faculty member at LPC, where she began teaching PE in 1975. She began teaching fencing classes at LPC in the early 1980s, and started teaching with Community Education in 2002.

Sara Shrapnell joined the Community Education family last year as an instructor. She is a belly dance teacher, writer and performer, originally from the UK but now based in Pleasanton. She has taught belly dance full time for the last 17 years, written two books on belly dance, and performed in theatrical settings, restaurants, showcases, weddings and other family gatherings. Community Education is thrilled to be able to partner with her in offering her skills and her passion in dance and fitness to the Community!



TABLE OF CONTENTS

CATALOG KEY

ONLINE = Online Classes **NEW!** = New Classes **20TH ANNIVERSARY** = \$20 20th Anniversary classes  = Click to go to website

Art	4	Home	11
Photography	4	Music	12
Languages	5	Off To College	13
Writing	6	Wellness and Activity	13
Travel	7	Careers and Training	15
Pets	7	Certificates in Professional Development	15
Kids	8	Online Learning	18
Fencing	9	Industry Certification Preparation	22
Computers	9	Summer Camp Registration	8
Real Estate	10, 17		
Financial Planning	10		

Community Education Registration Form can be found on page 23.

No college credit is offered. Classes do not require admission to the college, and do not involve exams. There are no transcripts or grades and classes are not transferable. Minimum enrollment is required for classes to start. Community Education is a self-supporting entity of LPC and is not funded by taxpayer dollars. Community Education classes are offered in addition to the LPC instructional program. Community Education classes do not necessarily reflect the views or policies of Las Positas College. Las Positas College does not endorse any person or product.

Chabot-Las Positas Community College District Board of Trustees

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Las Positas College Community Education Staff

Sylvia Rodriguez, Dean of Enrollment Services • Frances DeNisco, Program Coordinator

We have an Early Childhood Development Center at Las Positas College!

At the Early Childhood Development Center, we recognize that the family is the child's first teacher, we believe in partnership with the child and their family is essential and healthy. Integral to our philosophy is recognizing that children are competent learners who develop socially, emotionally, physically, creatively, and cognitively in an authentic learning environment.



**Enroll your child today—Toddler and Preschool Programs are available!
 Call 925-424-1560 for more information!**

Expanded class descriptions on Website • Classes take place on campus unless noted

ART

Matting and Framing Workshop

Tired of spending \$300 to frame your artwork? Come learn how to do it yourself! Frame your art and photographs for gifts or exhibitions. This one-day workshop is geared to works on paper. Learn various matting and framing alternatives with a focus on cutting single and double beveled-edge window mats. Bring an artwork and, if possible, a frame. Students with their own matboard will be exempted from the materials fee. Additional details will be provided to registered students. Class is limited to 12. *Michael Fredrich is the President of the Livermore Valley Camera Club and a master level photographer.*

AL270 2/10/18 Sat 10:00am - 4:00pm \$69
Material Fee (in class) \$10



Acrylic Painting

During your acrylic painting class, I will cover the foundations of acrylic painting. You will learn how to assemble your acrylic toolbox, painting techniques, and the most common acrylic techniques to create vibrant acrylic masterpieces you'll learn everything you need to know about acrylic painting, from color theory to brushstrokes to perspective. I will cover mixing the paint on the palette and painting the fine details on the canvas. You will learn the various aspects and techniques of learning to paint. You may take both class sessions in succession but not required. *Hudson Jr Ozell has conducted many drawing and art workshops in the Bay Area. He is currently teaching drawing in Livermore. He studied at the Academy of Art in San Francisco and earned a MA in painting. See more of his work at ozellhudson.com*

AP345 2/3/18-2/24/18 Sat 10:00am - 1:00pm \$99
CONTINUED
AP345 3/3/18-3/24/18 Sat 10:00am - 1:00pm \$99

Learn to Knit and Crochet the Fun, Easy Way!

Get your friends to enroll with you and let's learn Crochet and Knitting. Learn on tension crochet needles and knitting needles of different sizes. Learn skills like: reading a pattern; judge the skill level necessary for a pattern; learn the differences and uses for different yarns. Become a confident crochet or knitting crafter! Materials list is online. Leave the class with a small project completed, and lots of inspiration. Remember, the holidays are coming up. Projects are available that can be used for special homemade gifts for your loved ones. Take this class if you've had no experience, but also take it if you are continuing your study with. *Joann McCrea has been quilting and crocheting for 40 years. She's been teaching crafts in the nonprofit world for 20 of those years.*

CR521 2/2/18-2/23/18 Fri 7:00 - 9:00pm \$69
No Class 2/16/18

PHOTOGRAPHY

Summer Light And Shadow Photography

Get ready for summer by improving your photography technique! What is the most important rule of photography? It's light is the only thing we can see! A final image in our head, one frame of the never-ending video of sight, is a set of all the rays hitting our retina at that one moment. Use color, consistency, gloss, diffusion, contrast, edge and perspective to explore light and shadow. By learning to be acutely aware of your surroundings, your images will become far more interesting. Class is designed to explore and help you really SEE light and shadow and form and shape. Bring your camera and instruction manual with you to class. *Ligon*

EL264 5/8/18-5/15/18 Tue 7:00 - 10:00pm \$49



Advanced DSLR Camera Techniques

Take your photo skills to the next level. This class is meant to be the next step after completion of a basic photography class. We will explore advanced photo techniques such as macro, HDR, panoramic, and night photography. Learn how to use the different focusing and exposure modes of your camera. We will discuss the different types of lenses and filters used in advanced photography. You will learn about the pros and cons of using the RAW format and how to use post processing and cataloguing software. You will also learn about camera crop factors, use of back focus, focus stacking, live mode focusing, and GPS. You will need to have a general understanding of the operation of your camera and how to control exposure. Bring your camera and operation manual to all classes. *Glenn Hermes is a photographer and has enjoyed photography as a hobby for over 45 years. He has a professional background in lasers, electronics and optics.*

AD 122 2/26/18-3/7/18 Mon, Wed 6:00 - 9:00pm \$99

Composition is the Key to Great Images

Detailed class will give you the knowledge to immediately improve your picture taking skills in a shortest amount of time. Learn The Rule of Thirds, Near/Far relationships, Large/small, composition, use of shape and form, and light and shadow. Learn how to crop your images as you are shooting as well as in your postproduction work. Use of this knowledge will transform the way you shoot. More than anything else the knowledge learned will improve your creativity, style and put that "WOW" factor into your pictures. Students have indicated that these two areas of knowledge have advanced the professional look of their images more than anything else they have studied. Please bring on a flash drive, 10 to 15 of your images to the 1st class for review. *Ligon*

PH973 4/6/18-4/13/18 Fri 7:00 - 10:00pm \$49

The Exciting World of Night Photography

There is an entire different and dynamic world out there for photographers...NIGHT TIME. Learn how to take control of it and extend your shooting time from 12 to 24 hours a day. Never feel limited again at night because you do not know how easy it is to set up your camera. The night will come alive for you with scenes that glow, dance, streak, blaze and explode out of the darkness. Learn how to shoot holiday lights, cityscapes, fireworks, fairs, scenics and so much more. A SLR or adjustable point and shoot camera and tripod required. Bring your camera, camera's manual and tripod to the class to learn how to set up your camera to capture the night. *Ligon*

NP101 2/5/18-2/12/18 Mon 7:00 - 10:00pm \$49

Portrait Photography

Take your own great family portraits for your Holiday cards, emails and letters! Learn the methods of professional portrait photographers and never go to a studio for your portrait needs again. Included: secrets of studio and natural lighting, posing, clothing as well as many "tricks of the trade." Your pictures will look as good as studio images. Learn how to use common materials to make special effects including soft focus, blurred outer edges, and inexpensive props to make your images unique. Equipment needed: adjustable camera with new batteries, and a small telephoto lens. This is a "hands-on" course, with studio and outdoor sessions. Class is limited to 10 students. Ages 14-adult. *Ligon*

AL267 3/10/18 Sat 9:00am - 4:00pm \$79

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The Total Photographer #ONE

For beginning to advanced amateurs. Learn how to take control of your camera by discovering: a. the many (hidden) functions b. principles of composition c. how to use various lens including zoom d. how to preset the camera for various lighting and weather conditions e. shutter speeds tricks like how to use lens openings to create unique images. Is it difficult to capture that image you visualize? This fast track course to becoming as good or even better photographer is for you. Jumpstart your photography with information, mainly known by the pros, to create outstanding images. Both classes (ONE, TWO) will include in class lectures, exercises, field trips, as well as one-on-one instructions as needed via phone or email. Bonus: Use of postproduction software to get even closer to the image you visualize. Combination class has been created in response to student evaluations because students are seeking the secrets on how to create Digital images as well as how to use correctional software. Class is limited to 12 students. Sign up for part TWO as well. *For 15 years Jack Ligon owned and operated a photography studio and has been awarded top honors for his work with executives and lay people alike. His commercial images have been featured in magazines, TV advertisements and countless brochures. Jack is recognized by the Professional Photographers of America for developing unique styles of studio lighting.*

FP229 2/6/18-2/27/18 Tue 7:00 - 10:00pm \$99



The Total Photographer #TWO

Pre-req: Prior Community Education photography class like Total Photographer #ONE. For beginning to advanced amateurs. Continue your exploration of how to use both your DSLR camera and post production software to capture the images of your dreams. Class consists of lectures, field trips and one-on-one consultation with the instructor. Course is limited to 12 continuing students. *Ligon*

FP229 3/6/18-3/27/18 Tue 7:00 - 10:00pm \$99



20TH ANNIVERSARY

Hike and Shoot: Sunol Park Photography

This approximately 3 mile hike will begin near the Old Green Barn Visitor Center off of Geary Road. We'll hike the Indian Joe Trail, which has a gentle rise in elevation and should have wildflowers this time of year. (Depending on weather conditions, we may change the location of this hike). As we hike and look for photographs, I will answer questions you have about your camera, settings, composition or other photographic questions. Please wear sturdy shoes, and bring a hat, water, snacks and/or a bag lunch. Bring a tripod if you have it. Parking fee is \$5 per vehicle. No dogs, please. *Lisa Rigge has been in adult education for over 15 years. She has been creating art photography for even longer. Her love is hand tinting photographs. She has won numerous local and national photography awards for her photographs.*

AL420 4/21/18 Sat 8:30am - 1:00pm \$20
Location: Sunol Wilderness

Salsa Dance and
Choreobarre Fitness classes
Page 19

LANGUAGES

Beginning Conversational Italian

Spend the Spring in Italy (or at least feel like you did!). This class gives participants the opportunity to enrich their travels in Italy, or just nurture their love of Italian. Gain a basic knowledge of the Italian used at markets, shops, restaurants and traveling in general, and enrich your understanding of Italian language and culture. Course is designed for new students to the Italian language as well as those who took this course in the Fall semester (or at any time with Community Education) and would like to continue to study Italian and practice speaking the language. *Angelo Bummer, a third generation Italian-American, is passionate about Italian language and culture. He travels to Italy annually to see family and friends. When he's not abroad, Angelo spends his time in the US enjoying Italian conversation, cooking and literature. Angelo began teaching in the LPC English Department in 2015. He has taught at a number of colleges in the Bay Area. Angelo believes anyone who has an interest in Italian can learn it, with practice, and he enjoys teaching students of all ages and abilities.*

AL415 2/2/18-3/16/18 Fri 7:00 - 9:00pm \$159
No Class 2/16/18
Material Fee (in class) \$5

Conversational French For Travel

Taking a trip this Summer to an area where the beautiful French language is spoken? This class is an introduction for beginners to the basic language structures and cultural courtesies needed in everyday situations such as eating, shopping and traveling. With gentle coaching, you will practice speaking and become more confident in your use of French. *Kechich*

AL111 2/23/18-3/30/18 Fri 6:00 - 7:30pm \$139

Conversational French Enhanced

His class is an introduction for beginners to the basic language structures of French. Focus is on conversation and conversational practice, but elements of grammar and structure will be included. With gentle coaching, you will practice speaking and become more confident in your use of French, and in your understanding of the language. *Kechich*

AL111 4/13/18-5/18/18 Fri 6:00 - 7:30pm \$139

Beginning Conversational Spanish

Beginning Conversational Spanish starts with language fundamentals including the alphabet, pronunciation, basic vocabulary and grammar rules. Emphasis is placed on simple conversational situations. Students learn sentences and phrases they need to express themselves in Spanish at work and while traveling. Take each class in sequence. Required Text: Practical Spanish Grammar, by Marcial Prado (ISBN: 0-471-13446-5) available online. Please purchase the book prior to the first class meeting. *Aida Moyer has had extensive experience teaching Spanish in Columbia and is currently teaching Spanish at Livermore High School.*

AL110 2/1/18-3/8/18 Thu 7:30 - 9:00pm \$139

CONTINUED

AL110 3/15/18-4/26/18 Thu 7:30 - 9:00pm \$139

CONTINUED

AL110 5/3/18-6/7/18 Thu 7:30 - 9:00pm \$139

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Intermediate Conversational Spanish A

Class continues after Beginning Conversational Spanish series. Students build upon their prior knowledge to develop the foundational vocabulary necessary to carry on basic conversations such as greetings, farewells, addresses, phone numbers, directions, and interaction with other Spanish speakers. Bring your book back with you to class, and call the office if you will just be joining at this level to get the book name and ISBN prior to class so you can order it online. *Moyer*

AL110x4 1/31/18-3/7/18 Wed 7:30 - 9:00pm \$139

CONTINUED

AL110x4 3/14/18-4/25/18 Wed 7:30 - 9:00pm \$139

CONTINUED

AL110x4 5/2/18-6/6/18 Wed 7:30 - 9:00pm \$139

Intermediate Conversational Spanish B

AL110x4 1/31/18-3/7/18 Wed 6:00 - 7:30pm \$139

CONTINUED

AL110x4 3/14/18-4/25/18 Wed 6:00 - 7:30pm \$139

CONTINUED

AL110x4 5/2/18-6/6/18 Wed 6:00 - 7:30pm \$139

Advanced Spanish Conversation

Course is designed for people who have completed at least 2 years of Conversational Spanish. A more complex look at Spanish Grammar is a part of this class. *Moyer*

SP743 2/1/18-3/8/18 Thu 6:00 - 7:30pm \$139

CONTINUED

SP743 3/15/18-4/26/18 Thu 6:00 - 7:30pm \$139

CONTINUED

SP743 5/3/1-6/7/18 Thu 6:00 - 7:30pm \$139

WRITING

How to Be Self-Published for FREE!

Want to be published and e-published? Now? Do you dream of seeing your book featured on amazon.com? Do you have useful knowledge or skills that you think others could use? Publishing is easier than you think. If you want to be published, but don't know where to start, this class will give you the know how to fulfill your dream of creating your own books and e-books. In this class you'll learn to: use quick and easy methods to get your work published; convert your book to Kindle for FREE; upload your finished books and e-books to Amazon and other major chains; offer it as a pay-per-download product from your website; use copyrights to protect your work. Don't get left out—publish your book NOW and start profiting from it immediately! *The instructor is Nancy Miller, Author of the book Clutterology #0-9629944-0-5, past president of the national Speakers Association, Greater Los Angeles Chapter and member of NAPO (National Association of Professional Organizers).*

B609 3/22/18 Thu 6:30 - 9:30pm \$39
Material Fee (in class) \$30

Introduction to Screenwriting for TV & Movies

Fast-paced, comprehensive session about special screenwriting terms and formats for TV and the big screen. Discover how to plot a story, develop characters and executed your work in the proper screenwriting format. Understand the difference between a Treatment, a Spec Script and a Shooting Script and when to do each. Get an inside look into the business side of selling your script to agents and producers and building your career as a screenwriter. *Krusemark*

F102 2/24/18 Sat 10:00 - 11:00am \$29
Material Fee (in class) \$10

Beginner's Guide to Getting Published

Did you know Stephen King was rejected 75 times before he sold his first novel? If your goal is to become a published freelance writer by selling a magazine article, short story, poem, or even a novel, this comprehensive workshop will guide you to, then past the editor's desk. You will discover how to: become a "published" writer overnight, submit manuscripts the correct way, find the right publisher for your work, writing irresistible query letters, 100 ways to make money as a freelance writer, and obtain FREE future Q&A opportunities. If you really want to succeed, this step-by-step workshop, taught by a successful published writer, is a must! *SPECIAL NOTE:* Due to the high demand for this instructor nationwide, this workshop can only be offered once a year. *Krusemark*

AL261 2/24/18 Sat 12:00 - 2:00pm \$39
Material Fee (in class) \$20



Evaluating Your Manuscript for Publication

Many writers are confused about the best option for their manuscript or if it's even ready for publication. Bring your in-progress manuscript for an in-class critique. Learn about the pros and cons of traditional publishing and self-publishing options. You can then leave a COPY of your manuscript with LeeAnne, who is the owner of an author-friendly publishing house, for professional critique (for an optional materials fee of \$50 for up to 25 double-spaced pages + \$1/page thereafter) and a list of publishers and/or agents who are interested in your type of work. This critique can take up to four weeks. *Krusemark*

AL417 2/24/18 Sat 3:00 - 4:00pm \$20
Material Fee (in class) \$10



Should I Self Publish? And How Do I Market My Work?

Self-publishing is all the rage, but is it the best option for YOU? And can you do both? Discover pros and cons of traditional publishing, and explore all of the self-publishing options that are now available. Learn where to find traditional publishers and self-publishing companies as well. And once you've made the choice, your book will need to be marketed regardless of how its published! Effective book marketing utilizes a variety of methods to maximize exposure and profits, and many options, like books signings, are free. *Krusemark*

WR411 2/24/18 Sat 2:00 - 3:00pm \$20
Material Fee (in class) \$20



Writing for Online Blogs, Magazines & Websites

You don't need a journalism-school degree, newspaper reporting experience, or previously published articles to write for online blogs, magazines, and websites. Some online opportunities offer exposure and networking, while many pay well—\$1 a word and more. In this fast-paced session, you will learn how to: find more than 1,000 opportunities that pay, find story ideas, conduct interviews and find sources, find and study your target market, and create pitches, queries and LOI's (letters of intent). *Krusemark*

AL652 2/24/18 Sat 11:00am - 12:00pm \$29
Material Fee (in class) \$10

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Retire Early & Travel Free!

This class is offered 1 time this year! If you're retired, near retirement, changing careers, or a student, learn hundreds of practical ways to free travel, fun work-vacations, and new money-making travel careers. TRAVEL FREE & keep your money in the bank. Instructor, Gina Henry teaches in 90 cities nationwide and shows you how she affords to travel 12 months a year visiting over 93 countries and all 50 states in the past 25 years. She goes on FREE vacations when & where she wants, often making money on vacation & earning valuable tax deductions. Earn FREE airline tickets, hotel nights, cruises, tours, car rentals, meals, & more. Maximize FREQUENT FLYER MILES & REWARD POINTS. Get "bumped" & fly free. Stay in resorts for free. VOLUNTEER for free travel. SEASONAL VACATION JOBS. Get paid to MYSTERY SHOP on vacation. Get paid to DRIVE & see the USA for free. IMPORT to pay for your trip. Teach conversational ENGLISH (a 1-wk free vacation up to \$90K/yr; no certification required). Get paid to be a TOUR DIRECTOR. Organize your own trips & go free. Start your own business, write articles, shoot photos, blog, the best travel web sites & smart phone apps, packing light, solo travel, safety, health, how to avoid scams, negotiation tips, & the top 50 words to know in any language to travel anywhere. Go to <http://www.ginahenry.com> for more instructor information & student testimonials. The 100-page book/class materials is invaluable both during & after the class (purchased required in class for \$15, normally retails for \$39.95). *I've been taking FREE vacations for over twenty-five years and have traveled to 93 countries & all 50 states. I'm a nationally recognized travel expert, writer, and professional speaker. I now teach programs in over 90 cities nationwide. I created my company, Go Global, Inc., to help people find affordable ways to support their travel habit. I gave up a successful – and stressful – advertising career in New York City to pursue this travel passion.*

TR411 5/21/18 Mon 6:00 - 9:30pm \$39



Take Italian Language classes with Angelo Bummer, see page 5.

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Dog Lovers: Certify Your Pet as a Therapy Dog

Have you ever wanted to be a certified therapy dog handler and bring joy and smiles to people in many different environments and types of facilities? In this one-day, 3-hour, adult, community college class, you will meet real-life therapy dogs and learn about what it takes to pass a therapy dog handler test at the least cost and most efficient way. Course provides a list of facilities recruiting therapy dogs in your area, leading certifying agencies, dog training tips and resources, and post-class support as you work toward your therapy dog certification. We combine lecture, demonstrations and videos of therapy dog evaluations used by different registering agencies. A comprehensive therapy handler resource guide, and post class instructor support is included in the course fee. Please do not bring your dog to class. *Richard Katz is Executive Director of Pet Therapy Advisors, a CA non-profit corporation located in LA. Richard and his standard Poodle, Rudy, is certified to provide therapy dog services for disaster relief, having obtained the highest complex rating from Pet Partners. Richard and Rudy have provided therapy dog services for the last 3 years and for a variety of facilities including the UCLA Health System, LA Airport, and dependency rehabilitation agencies. Richard holds a BA in Business Administration and an MA in Industrial Relations.*

TDH101 4/14/18 Sat 9:00am - 12:00pm \$49

NEW!

Make All Natural, High Quality Dog Care Products

Students will make all natural products to care for their dogs. What essential oils and carrier oils are safe and recommended to care for our pets naturally? Come find out how to use the highest quality ingredients for pest deterrents, skin smoothers and massage oils. NOTES: Please bring 3 (1 ounce) emptied bottle (reused/recycled or can be found at the Dollar Stores.) Series of courses that allows you to make the finest in home care products for yourself. Ingredients are purchased exclusively for the class, and are of the highest quality available. Leave the course with not only the knowledge to continue making your own, but with products you high-quality health and wellness products, but also with the product have produced in hands-on class. Limited to 10 students. *Huynh*

BC411 2/20/18 Tue 6:00 - 9:00pm \$39
Material Fee (in class) \$30

VETERINARY ASSISTANT ONLINE COURSES



Enroll Today!



Courses
start as low as
\$99

Become a Veterinary Assistant
Become a Veterinary Assistant II: Canine Reproduction
Become a Veterinary Assistant III: Practical Skills
Start a Pet Sitting Business

Learn More at: www.ed2go.com/lpccommed

Registration for Summer Camps for Kids 2018 will open in February!

See the website for further information in February and call the office to register 925-424-1467

Weeks of June 11 and June 18:
Python, Web Design and Java
Progressive Kids!

Weeks of July 9 and July 16:
Python Part 2, JavaScript, and Python
Progressive Kids!

Week of July 23:
Sparkling Science for Girls! and
Micro Drone Camp, Spectrum of Science

Week of July 30:
Tinkering with Chemistry and
Full Tilt Physics, Spectrum of Science

Week of August 6:
Beginning Video Game Coding and
Design and Intermediate Video Game
Coding— Platform Games
Fresh Media

**Registration
Opens in
February!**



KIDS

Real Web Designing for Real Kids: JavaScript

Web design: JavaScript covers how to integrate JavaScript to make your website interactive. Kids learn JavaScript programming basics like conditions, looping, arrays, function, image animation, integration with HTML & CSS and logical development of application and slideshows. Toward the end of the session, kids will develop an online reaction tester game. This is an exercise-based class where kids write codes to develop small mini-projects and interactive online games. Note: Laptops will be provided (For kids grades 6th through 8th). *Progressive Kids*

PPP101 2/3/18-3/24/18 Sat 4:30 - 6:00pm \$260
Material Fee (in class) \$25

Real Coding for Real Kids: Python 1

Python programming for kids is specially design to make kids understand the basic programming skills and think beyond their regular school class work. Kids will do Python 3.4 Installations and will learn concepts of variables, conditions, functions, string, Tkinter widgets like frame, button label, canvas, create_text and random module. At the end of the session, kids will develop "Guess the Number" game both on IDLE and GUI version. This is an exercise-based program where kids write codes on command prompt to develop small mini-projects and interactive GUI games. Note: Laptops will be provided, (For kids grades 5th to 8th) *Progressive Kids is a team of programmers and leaders with extensive experience in computer programming as well as teaching. We are dedicated to empowering kids by teaching them the world's most powerful language, computer programming, in the easiest way possible!*

PPP101 2/3/18-3/24/18 Sat 1:00 - 2:30pm \$260
Material Fee (in class) \$25

Real Coding for Real Kids: Python 2

Python programming for kids is specially design to make kids understand the basic programming skills and think beyond their regular school class work. Kids will learn -- for loop, while loop, string as object, file operations, Tkinter text animation, image animation, adding sound with Pygame, object creation and animation and time module. Towards the end they will develop "Digital Stopwatch & Reflexes" game. This is an exercise-based program where kids write codes on command prompt to develop small mini-projects and interactive GUI games. Note: Laptops will be provided, \$25 material fee payable to the instructor at class. Cash or check payable to "Progressive Kids." (For kids grades 5th to 8th) Pre-Requisite: Python for Kids Part 1 or prior knowledge of Python or Tkinter. *Progressive Kids*

PPP101 2/3/18-3/24/18 Sat 2:45 - 4:15pm \$260
Material Fee (in class) \$25

Young Learners Academy: French Short Course

Let your child discover language and s/he will discover the world! Class is designed for students between the ages of 8 and 14. This introductory class is maintains a balance in understanding, speaking, listening comprehension and writing while at the same time presenting the cultures of the target language in an age-appropriate setting. *Sonia Kechich was born in Tunisia, and she has studied French since she was 7 years old. She traveled in France extensively. She is studying languages and teaching her children French at home in Pleasanton.*

AL662 4/13/18-6/1/18 Fri 4:30 - 5:30pm \$99

20TH ANNIVERSARY

Science Challenge: FLIGHT!

Join Spectrum of Science for this Science Challenge: spin your object and have it curve off into a second direction. Learn to bend the flight path for your benefit. How far will it go and why? Excitement is in the air for this flight experiment! Get an introduction to Spectrum, and register for science Summer camp at the same time! *Science Spectrum of Science programs offer young students the chance to roll up their sleeves & get involved in various areas of science – hands on test & experiment – to have actual experiences early & often! We feature interactive & unique curriculum developed by the Spectrum of Science staff. Future scientists will be engrossed in science activities which are designed with STEM basics. Children will think, laugh & "play" ("play" = science!) all day!*

SS12 5/19/18 Sat 9:30 - 10:30am \$20

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FENCING



Intro to HEMA (Historical European Martial Arts)

This class is instruction and practice of both Longsword and Sword and Dagger Fencing with discussion on how these classical forms of Fencing relate to Modern Day Olympic Fencing. Students will be expected to have the minimum standard fencing gear of a Fencing Mask, Fencing Jacket and Glove, plus an additional Off Hand Glove, Fencing Chest protector, neck guard and a Padded Training Two-Handed Sword. Please contact the instructor if you have questions regarding the class or equipment. *Jim Ringener has fenced for many years. He has fenced and taught all 3 weapons, but has a special love of sabre. He has coached at the Las Positas Fencing Center since 2005, and has taught the Beginning Epee class at LPC. Jim also has attended the US Fencing Association's Coaches College of sabre.*

H102S 1/31/18-3/9/18 Wed, Fri 6:30 - 8:30pm \$139

Intermediate Youth Fencing Level 1

Transitional class for young fencers (ages 8 to 13) who have completed "Beginning Fencing For Kids," and have the instructor's permission to move up. Under coaches' supervision, fencers will work to perfect skills learned in the beginning class, and also work on more advanced skills that should prepare them for the Level II class. Students must have their own equipment. Instructors have vendor information. Limit 12 students. Placement into either Intermediate Youth I is at the discretion of the instructor. *Rheinheimer*

H102CC 1/24/18-3/14/18 Wed 4:00 - 6:00pm \$159

CONTINUED

H102CC 3/21/18-5/16/18 Wed 4:00 - 6:00pm \$159
No Class 3/28/18

Fencing—Foil and Epee for Teens and Adults (Ages 14+)

Open to beginning and intermediate fencers. Class will consist of warm-ups, drills and sparring, with an emphasis on learning and developing skills. You can rent equipment from the instructor one time, for use in both sessions, and the \$20 charge is payable to the instructor at class. Required equipment is a fencing jacket, mask, glove, and foil. An underarm protector is highly recommended. Wear non-marking athletic shoes that are not used for outdoor sports, and athletic pants. No jeans or short pants. *Stephen Murray began fencing in 1984, and began competing seriously in the late 1990s. He first learned to fence Sabre, but after about 15 years switched to primarily fencing foil and epee. He competes frequently in local events, and has competed several times at the US Fencing Summer National Championships. Stephen began formally coaching in 2001.*

H102B 1/22/18-3/12/18 Mon 6:30 - 8:30pm \$179

No Class 2/19/18

Material Fee (in class) \$20

CONTINUED

H102B 4/9/18-5/21/18 Mon 6:30 - 8:30pm \$179

Material Fee (in class) \$20

Fencing—Competitive Foil and Epee for Teens and Adults (Ages 14+)

Foil and epee competitive practice for teens and adults. Class consists of warm-ups and some drills, but the main focus will be on competition practice. Intended for students who plan to compete. Open ONLY to students who have taken at least two fencing classes, and who have their own equipment. *Murray*

H102B 1/25/18-3/15/18 Thu 8:15 - 9:45pm \$179

No Class 2/8/18

CONTINUED

H102B 4/12/18-5/24/18 Thu 8:15 - 9:45pm \$179



COMPUTERS

Excel Basic 1

This workshop introduces the basic concepts for creating spreadsheets using Microsoft EXCEL. Hands-on class covers overview, planning, opening the program, identifying various parts of the spreadsheet and Ribbon, entering data of different types, cell formatting, performing calculations using functions and formulas, relative versus absolute cell addresses, and using EXCEL features. Learn how to modify, change and format cell entries, create a basic chart, add headers and footers, and how to save, retrieve and print a worksheet. Prerequisite: Class is for absolute beginning EXCEL users but you must have a working knowledge of computers and Word processing programs. *Jennifer Farber has been employed at LPC since 1999, using and training students in the use of Microsoft office products. She has a degree and credential in Health Information Technology, and an additional degree Landscape Horticulture. For the past 15 years, she has been working full time with students learning computer and business applications in the LPC Computer Center. When not in front of the computer, Jennifer enjoys time with her family, hiking running, playing music and reading.*

C107 3/22/18 Thu 6:30 - 9:30pm \$49

Excel Basic 2

Building on the basic concepts learned in Intro 1, continue exploring EXCEL features, introducing more complex formulas and functions, using conditional formatting and other formatting capabilities, creating effective charts, Sparklines, three-dimensional workbooks, and more EXCEL shortcuts. Prerequisite: Class is for beginning EXCEL users, but you must have knowledge of computers and word processing programs. *Farber*

C107 4/12/18 Thu 6:30 - 9:30pm \$49

Excel Intermediate

In this hands-on workshop, we will examine more advanced formulas, functions, and spreadsheet analysis tools. Topics may include charts, tables and ranges including formatting options, formulas, tips on sorting, filtering and analyzing data, pivot tables, three-dimensional workbooks, building links between files and other EXCEL features. Participants are encouraged to bring questions they may have in regards to problems they may have encountered working with EXCEL or small projects to work on if time permits. Please note: You must have EXCEL Introduction 1 and 2 or equivalent EXCEL experience in the workplace. *Farber*

C108 5/10/18 Thu 6:30 - 9:30pm \$49

Expanded class descriptions on Website • Classes take place on campus unless noted

ONLINE = Online Classes

NEW! = New Classes

20TH ANNIVERSARY = \$20 20th Anniversary classes

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Create a Website in 24 hours for FREE!

This class is for the complete beginner. You can create your own website in minutes for FREE including text, graphics, YouTube Video links, a shopping cart and the ability to customize it in any way that you want. You'll learn how to: get your domain name; choose a web host and sign up for an account; design your web page; collect credit card information; be listed with major search engines; and get your site noticed! (No Web site development experience necessary.) *And Associates*

B236 3/19/18 Mon 6:30 - 9:30pm **\$39**
Material Fee (in class) \$30

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REAL ESTATE

Budgeting, Borrowing, Buying, & Beyond

The four "B"s are essential tools for any homeowner or future homebuyer. Budgeting, Borrowing, Buying, & Beyond introduces you to the process that will ensure your successful transition from considering a home purchase to achieving the goal of home ownership. This course will help you learn simple, practical lessons to assure stable homeownership and stable communities for you and your children. You are the borrower of the future. Buy within your means and experience how empowering it can be when you understanding and controlling your finances can be. The tuition fee is per household. *Randi DeHollander is a 25+ year housing industry veteran. She is a trainer, a mortgage originator and a community volunteer in housing opportunities. DeeDee French has been a Realtor for 11 years, broker/owner of Diamond Properties in Livermore. Experienced in first-time home buyer issues, she personally handles transactions from start to finish.*

RE297	2/17/18	Sat 8:30am - 5:00pm	\$60
OR			
RE297	4/21/18	Sat 8:30am - 5:00pm	\$60
OR			
RE297	5/19/18	Sat 8:30am - 5:00pm	\$60

FINANCIAL PLANNING

Estate Planning (Living Trusts)

A Living Trust is the best way to protect your assets, your family, and provide for yourself in the event of incapacity. Learn about the documents to include in your complete estate planning package, including Living Trusts, Pourover Wills, General Durable Powers of Attorney and Advance Health Care Directives. Find out why probate is to be avoided. Discover how to narrow down important decisions such as choosing your guardians for minor children and health care options. See how living trusts are flexible enough to handle special issues like long term care. Have most, if not all, of your estate planning questions answered in plain English. (Expand your knowledge of being named as Executor on a will by taking Rosmary's follow up class called I am named as Executor or Successor Trustee—now what?). *Rosmary Bartsch, founded Bartsch Law, Tax & Estate Planning Services, in Livermore in 2004. Rosmary has been an estate planning attorney specializing in Trust Administration for over 11 years. Her tax and business background broaden her abilities to maximize tax advantages and asset preservation in the estate planning arena.*

B426 3/3/18 Sat 10:00am - 12:00pm **\$39**

I am named as Executor or Successor Trustee—now what?

Now that you have been named as Executor of a Will, or Successor Trustee of a Trust, you may need this hands-on, A to Z class that explains the duties, obligations and responsibilities of an Executor and/or Trustee. This comprehensive overview of issues, including everything from commencing the probate process through the closing of the estate, is designed to address the concerns you may have when faced with this seemingly overwhelming task. Learn to proceed efficiently and effectively and gain the confidence that comes from being informed. (It can be helpful to take the Living Trusts class prior to enrolling in this class). *Bartsch*

EXT269 3/17/18 Sat 10:00am - 12:00pm **\$39**

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NEW!

HIGH QUALITY, HAND MADE BODY PRODUCTS

Series of courses that allows you to make the finest in home care products for yourself. Ingredients are purchased exclusively for the class, and are of the highest quality available. Leave the course with not only the knowledge to continue making your own, but with products you high-quality health and wellness products, but also with the product have produced in hands-on class. *Thuy Huynh recently opened a superfoods company, Good for You!, a 100% hand-crafted and organic superfoods baked goods and raw eating company. She also owned and operates Ta Naturals, a 100% hand-crafted personal care product line.*

Take Care of Your Body with High Quality, Home Made Products

Students will make body salt and sugar scrubs from scratch and a body oil scented uniquely for Valentine's Day gifts for friends and loved ones, or just for every day personal use. Students will receive information what salt and sugar are specifically designed for those who have skin problems or who just need a good invigorating scrub. *NOTE:* Please bring 2 empty plastic or glass jars to hold body scrubs, and one 1 ounce empty container. (These can be found at the Dollar Stores, if you don't have them at home.) Limited to 10 students.

BC411 2/6/18 Tue 6:00 - 9:00pm \$39
Material Fee (in class) \$30

Make All Natural, High Quality Facial Cleansers

This is a MELT & POUR class. Students will not be handling any chemicals associated with making soaps. Students will learn about specific ingredients designed to help with facial cleansers (liquid and soap bars) to help combat skin problems: acne, sensitive, eczema and rosacea.) *NOTE:* Please bring 2 emptied jars or containers (glass or plastic). Limited to 10 students. *Huynh*

BC411 4/17/18 Tue 6:00 - 9:00pm \$39
Material Fee (in class) \$30

Make Body Care Gifts for Friends and Family!

Students will have the hands-on experience of making lip balm, lip gloss and lip scrub from scratch. These are natural, organic and/or vegan options. Class also advises students with regard to mass processed, chemically made cosmetics and what shelf trade-offs we make when we purchase these items with extended shelf-lives instead of making them at home. *NOTE:* Please bring 1 lip balm container, 1 emptied reused/recycled lip gloss tube and 1 small jar (glass or plastic) for lip scrub. It can be a reused/recycled tube or jar. (You can also find these at the Dollar Stores) Limited to 10 students. *Huynh*

BC411 3/10/18 Sat 9:00am - 12:00pm \$39
Material Fee (in class) \$30

Make High Quality Natural Body Soaps

This is a MELT & POUR class. Students will not be handling any chemicals associated with making soaps. Students will learn about specific ingredients designed to help with body odor and skin problems. This is one of our most popular classes! Students appreciate freshly made products and the knowledge to continue making these all natural products after class is done. *NOTE:* Please bring 2 emptied jars or containers (glass or plastic) and/or a muffin tin. Limited to 10 students. *Huynh*

BC411 3/20/18 Tue 6:00 - 9:00pm \$39
Material Fee (in class) \$30

Make High Quality Natural Face Powder Products

Students will get to make face products (blush, contour and bronzer) to begin their personalized, natural mineral makeup line. *NOTE:* Please bring 3 or more emptied 10 gram containers (reused/recycled) purchase them at the Dollar Store. Limited to 10 students. *Huynh*

BC411 4/28/18 Sat 9:00am - 12:00pm \$39
Material Fee (in class) \$30

MOST POPULAR

Make Mineral Foundation that Matches Your Skintone

Students will have the opportunity to make mineral powder foundation from scratch. This is our sought after class because mass-produced products are already 2 years old before we buy them in the store and put them on our faces. Come and learn what pigments to use to match your yellow or pink undertones. *NOTES:* Please bring 1 face foundation container (emptied/reused or recycled one) to hold your foundation. *Huynh*

BC411 5/18 Sat 9:00am - 12:00pm \$39
Material Fee (in class) \$30

Make Natural, High Quality Eye Cosmetics

Students will have the opportunity to make mineral eye products from scratch. Students will walk away knowing how to make powdered eye shadow, eye shadow balm, brow powder, and eyeliner powder. *NOTE:* Please bring 5 small 5 gram to 10 gram emptied/reused/recycled containers for eye powders. These can be found at the Dollar Store if you need to purchase them. Limited to 10 students. *Huynh*

BC411 5/12/18 Sat 9:00am - 12:00pm \$39
Material Fee (in class) \$30



Instructor Thuy Huynh

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Clutterology® Eliminate Clutter in Your Life!

Tired of searching your house for that lost something or stumbling over your stuff? You CAN change your environment to work for you with simple, easy and practical ideas to remove clutter from your life and get organized...BEFORE your epitaph reads: Buried here under this pile. If you feel that your life is being controlled by your STUFF, attend this fun-filled, interactive program where you will learn; the difference between organized and neat; the true cost of your stuff; how to get your name off junk mail lists; a strategy for keep or toss. Bring the following items with you for charitable donation: old cell phones, empty laserjet cartridges, paperback and hardbound books, one item from your kitchen, and 2 items from your closet. *Nancy Miller, Author of the book Clutterology #0-9629944-0-5, past president of the national Speakers Association, Greater Los Angeles Chapter and member of NAPO (National Association of Professional Organizers).*

HG106 3/22/18 Thu 6:30 - 9:30pm \$39
Material Fee (in class) \$30

NEW!

Emergency Preparedness Grab & Go Binder, with Cloud Back Up

You have 30 minutes to get out, what do you do? Determine what is crucial to take in the event of fire, flood, natural disaster or medical emergency. Organize your vital information in a "Grab-&-Go" binder. Easily convert everything to electronic documents including photo albums, and back it all up to the Cloud. Discover local evacuation routes, useful free apps and multiple tips. Create your own "Go" Bags, Backpacks & Bins. Instructor was in Santa Rosa, CA as the fires spread, and that experience now impacts how the instructor teaches this class. *Kevin Boyd is a multi award-winning eBay Education Specialist, published eBay author and the technical editor for The Complete Idiot's Guide to eBay. Kevin has appeared on TV, various radio shows and interviewed by Bloomberg news and several newspapers for his insights on online entrepreneurship. He teaches at over 40 colleges in the US and Canada.*

EP411 3/1/18 Thu 6:00 - 9:00pm \$49

MUSIC

Piano for Adult Beginners

If you always wanted to try playing the piano or been intimidated by the thought of playing piano - then this is the class for you! This step by step course will guide the student through the fundamentals of playing piano. Students will learn the basics music notation, theory, hand position, rhythm and start playing songs from the very first lesson with the help of a patient and gifted teacher. Lessons are taught in a fun and supportive environment. *Music has been Galina's lifelong passion. She began her studies of classical piano, voice and choir at the age of five in Russia's highly competitive Vladivostok School of Music. Her musical studies continued at Vladivostok University where she graduated with her formal degree in piano and voice. Upon moving to the Bay Area in 2003, she opened her own studio which combines the best of Russian and American approaches to music for all ages and levels.*

PB156 2/2/18-3/9/18 Fri 7:00 - 7:45pm \$136

OR

PB156 3/16/18-4/27/18 Fri 7:00 - 7:45pm \$136

No Class 3/30/17

OR

PB156 5/4/18-6/8/18 Fri 7:00 - 7:45pm \$136

Above classes take place at Galina's Music Studio

Beginning Electric Guitar—For Adults

String bending, barre chords, pentatonic scales will be used with note reading and tablature to give you a strong foundation in technique and fingerboard knowledge. Students are expected to have a functional electric guitar and a power lead to plug your guitar into amplification. *Corkery*

AL568 3/20/18-4/24/18 Tue 6:30 - 7:15pm \$136

OR

AL568 5/1/18-6/5/18 Tue 6:30 - 7:15pm \$136

No Class 5/29/17

Above classes take place at Galina's Music Studio

Beginning Ukulele for Adults

Want to play an instrument that can't help but bring a smile to your face? Then learn to play the oh-so-hip ukulele! This course is for the absolute beginner who has never played the instrument before, or for those who have merely dabbled and would like to take the next step forward. You will learn the basics: the most commonly used chords, standard tuning, and simple strumming techniques. Each week, we will build on the previous lesson with new songs, new chords and new techniques. By the end, you'll be a player! Bring a ukulele in working order and start having fun. *Corkery*

MU442 2/1/18-3/8/18 Thu 7:30 - 8:15pm \$136

Galina's Music Studio

OR

MU442 3/15/18-4/26/18 Thu 7:30 - 8:15pm \$136

No Class 3/29/17

OR

MU442 5/3/18-6/7/18 Thu 7:30 - 8:15pm \$136

Above classes take place at Galina's Music Studio

Vocal Training and Musicianship for Adults

Whether you just want to learn to sing for your own enjoyment or pursue a professional career in music, this course provides the start! Learn how the human voice works, warm-up exercises, ear training, professional hints/tips and lots of great tunes to sing. Join our community of beginning learners for an engaging, voice and musicianship course where you'll read, write, and truly hear the elements of music like never before. Enroll today! *Corkery*

MU756 2/5/18-3/12/18 Mon 7:45 - 8:30pm \$136

OR

MU756 4/30/18-6/11/18 Mon 7:45 - 8:30pm \$136

No Class 5/28/17

Above classes take place at Galina's Music Studio

Beginning Blues Harmonica

If you've always wondered how those amazing sounds come out of a harmonica, here's your chance to learn. Class focuses on both playing and having fun as you are introduced to many of the tricks and techniques. No previous musical experience required. Students will need a C major diatonic harmonica. Instructor will have them available at class for \$13 if you don't have one. *David Broida, a professional blues musician and teacher for the past 25 years, loves sharing music with everyone, especially those who don't consider themselves musical.*

AL569 3/12/18 Mon 7:45 - 9:15pm \$39

Material Fee (in class) \$15



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Healthy Harmonica

Breathing is our foundation when playing harmonica and for healthy, vibrant living. Take the simplest of pop, folk, and blues rhythms and melodies and invigorate them with simple but powerful breathing. You can make any song deeply expressive! No previous musical ability is required - only a desire to have fun and feel more healthy and alive! Students will need a C major diatonic harmonica which will be available from the instructor for \$13 in class if you do not have one. Age 12-adult. *Broida*

AL570 3/12/18 **Mon 6:00 - 7:30pm** **\$39**
Material Fee (in class) \$15

OFF TO COLLEGE

Test Taking Secrets for Jobs & School

Those who test well EXCELL IN SCHOOL, get BETTER JOBS QUICKER, and GET PROMOTED FASTER. Discover NEW ways to excel on ALL tests - by focusing on key underlying principles that apply to all academic exams (from junior high to graduate school); all standardized tests (from SAT, APs, and Exit Exam, to the BAR Exam); and any employment, entrance, and promotion exam. Learn how to prevent test anxiety, increase focus and concentration, and reason-your-way to the right answer. Discover the 3 biggest mistakes every test-taker makes - and how to correct them - NOW! (Ages 12 and up). *Adney*

TS112 2/3/18 **Sat 1:30 - 4:30pm** **\$49**
Material Fee (in class) \$30

College Girls Sexual Assault Prevention & Dating Self-Defense (17 and up)

In a safe, Women-only class, you will learn real-life practical self-defense fighting to keep you safe at college parties and dangerous dating situations. Offered by Kurukula™, an award-winning organization that is endorsed by the Albany Police Department and has been empowering women since 2004. Sign up with a friend! This is a special rate for class, only offered to our Community Partner, Las Positas College. Learn more at www.kurukula.org. *Ms. Connolly has made empowering women her life's passion. She has been leading Kurukula empowerment self-defense classes for girls and women in the Bay area since 2003 (www.kurukula.org); and she also runs two non-aggressive martial arts programs in CA.*

MG957 3/4/18 **Sun 10:00am - 12:00pm** **\$25**
Material Fee (in class) \$10

Universal Reading Method

The Universal Reading Method (URM) transforms your challenged reading skills into confident and competent reading in 2.5 hours. Advance many reading grade-levels in less than a day! Boost your excitement for learning! The URM especially helps reading challenged students to score higher on the community college assessment exam so they can take higher-level courses. Use your new skills to qualify for jobs and advancement that require good reading skills, even if you are an adult and don't plan to enroll in school. *Dr. Louann Tung is the Northern California Director of Reading Education for Yes, You Can Read, NOW, Inc. She graduated with a PhD in Nuclear Engineering from UC Berkeley, retired after 22 years at LLNL, and currently is a URM Certified Trainer who is passionate about sharing this reading method with the world.*

RI987 4/28/18 **Sat 2:00 - 6:00pm** **\$139**

WELLNESS AND ACTIVITY

CPR and AED

The AHA's Heartsaver CPR AED Course is a classroom, Instructor-led course designed to prepare students to provide CPR and use an automated external defibrillator (AED) use in a safe, timely, and effective manner. Upon successful completion of the course, including a CPR and AED skills test, students receive a Heartsaver CPR AED course completion card, valid for two years. *This program is conducted by the Emergency Medical Services Division of Las Positas College. The program helps develop well rounded EMS professionals and this class will directly support and benefit the entire EMS Program.*

H725 1/27/18 **Sat 9:00am - 2:00pm** **\$60**

OR

H725 2/10/18 **Sat 9:00am - 2:00pm** **\$60**

OR

H725 3/10/18 **Sat 9:00am - 2:00pm** **\$60**

OR

H725 5/12/18 **Sat 9:00am - 2:00pm** **\$60**

20TH ANNIVERSARY

Ancient Hawaiian Martial Art of Lua Halau O Kaihewalu

Kumu Lua Craig Kutil will be teaching weapons and open hand techniques of the ancient Hawaiian art of Lua Halau O Kaihewalu. The schedule is as follows: 11:30-12:00 pm Check-In/Registration 12:00-4:00pm Instruction. This seminar is open to all ranks and styles. *Kumu Lua Craig Kutil is an international martial arts instructor and has been studying martial arts since 1988. He has been training in Lua Hâlau O Kaihewalu since 2006 under 'Olohe Solomon Kaiewalu, and holds the rank of Hapalima Kekele 'ele 'ele (5th degree black belt) in the system.*

SE102 4/28/18 **Sat 12:00 - 4:00pm** **\$20**

Okazaki Method of Restorative Massage—Advanced Course

A 15-hour Advanced course in Okazaki "Long Life" Restorative Massage, a therapeutic style of massage developed in the late 1920's in Hawaii by Professor Henry Seishiro Okazaki, the founder of Danzan Ryu Jujitsu. This Advanced course will cover additional advanced techniques involving deep tissue work. This method of massage is a full body treatment employing elements of Japanese, Chinese, Hawaiian, and European methods. This course is perfect for Danzan Ryu students seeking to learn the healing part of the system, and for anyone wanting to add more knowledge to their practice. Students are required to bring a set of flannel, or non-see-through sheets, a container for massage oil, a towel, notebook, and pencil for notes, and clothing appropriate for receiving and giving massage. Kutil

JJ101 3/31/18-4/7/18 **Sat 10:00am - 6:00pm** **\$80**
Material Fee (in class) \$20

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Rillamas Serrada Escrima

Guru Craig Kutil is honored to offer an afternoon of training from the 9th master graduate of Cabales Serrada Escrima: Grandmaster Frank Rillamas. Grandmaster Rillamas will be teaching weapon and unarmed techniques of his Rillamas Serrada Escrima system. The schedule is as follows: 11:30-12:00 Check-In/Registration 12:00-4:00 Instruction. This seminar is open to all ranks and styles. *Kutil Grandmaster Frank Rillamas has been in the martial arts for over 40 years. Born in the Philippines, he started his martial arts journey at an early age learning the Kaboran style of Arnis with his grandfather. For more information about the instructor, visit the website. For more information about the instructor, visit the website.*

SE102 3/3/18 Sat 12:00 - 4:00pm \$20

Setchu-ryu Jujutsu

Setchu-ryu Jujutsu is an eclectic system of martial arts comprised of several distinct systems of martial arts blended together into one seamless style. The primary styles incorporated in the system are Danzan Ryu Jujitsu, Tenio DeCuerdas Eskrima, Lua Halau O Kaihewalu, and Wa Ko Ryu Jujutsu, though students will also learn concepts from Kosho Ryu Kenpo, Aikido, and Rillamas Serrada Escrima. Students will be taught how to apply and receive throws safely, apply and escape locks, manipulate joints, control an opponent's balance, strike quickly and effectively, activate nerves, take advantage of vital points, and use and defend against weapons. This course is physically demanding and will require regular attendance and conditioning for progression. The class is open to all members of the community age 16 and older. *Craig Kutil is an international martial arts instructor, has been studying martial arts since 1988, and is recognized as the founder of the system of Setchu-ryu Jujutsu. He is a tenured mathematics professor at Las Positas College and Chair of the college's Curriculum Committee.*

H216 2/1/18-5/31/18 Tue, Thu 7:00 - 9:00pm \$100

Belly Dance Basics

Find out why belly dance is the perfect way to get fit, tone up, have fun and make new friends. Learn about this joyful and often misunderstood dance style through a mix of technique, combinations, history and an emotional connection to the music. No previous dance experience needed, open to all ages, sizes and genders. *Sara Shrapnell is a belly dance teacher, writer and performer, originally from the UK but now based in Pleasanton.*

H565 2/5/18-3/26/18 Mon 7:00 - 8:00pm \$79
No Class 2/19/18

CONTINUED

H565 4/2/18-5/14/18 Mon 7:00 - 8:00pm \$79

Belly Dance Drills and Thrills

Enjoy this fitness workout based on belly dance moves and combinations. Each week we will drill key belly dance moves tone our muscles and increase our range of motion. Then your creative input is needed to put together interesting combinations that we can use to travel the floor. Completion of Belly Dance Basics is strongly suggested. (Or taking it at the same time) *Shrapnell*

H565 2/5/18-3/26/18 Mon 8:00 - 9:00pm \$79
No Class 2/19/18

CONTINUED

H565 4/2/18-5/14/18 Mon 8:00 - 9:00pm \$79

Community Partnership

Self Defense for Women

Class is designed to empower girls to prevent crime and victimization, break the myths surrounding violence against women, and develop simple, easy-to-use self-defense techniques. This class is offered in conjunction with our community partner, Tri-Valley Haven. Most of the registration fee for this class is shared with them, in support of their mission: Tri-Valley Haven creates homes safe from abuse, contributes to a more peaceful society one person, one family, one community at a time. Together, we build a world without violence. Enrollment is limited to 25. Ages 14 to adult. *Carole Staehle is on staff at Tri-Valley Haven.*

H105 5/12/18 Sat 10:00am - 1:00pm \$25

NEW!

20TH ANNIVERSARY

ChoreoBarre Fitness. You'll Love It!

ChoreoBarre® Fitness is a fun and challenging, high energy, complete body workout using ballet barres. Incorporating essential components of cardiovascular, core stability, strength, balance, and flexibility will be emphasized. Focus on progressions, form, and the importance of cueing with music for movement quality make this a challenging fun workout for the beginner or avid workout enthusiast. A must class for those wanting to strengthen and tone booty, legs and abs! Come to this one hour intro class and try out ChoreoBarre™ to see if its for you! *Elise Streed has an extensive Pilates background. She completed her comprehensive training through Balanced Body at Turning Point Studios in Walnut Creek and was AFAA certified in the first ever ChoreoBarreFitness instructor training in August 2016.*

CB562 5/5/18 Sat 9:00 - 10:00am \$20

OR

CB562 5/12/18 Sat 9:00 - 10:00am \$20

Cuban Salsa ¡Salsa cubana!

Come learn the secrets of salsa cubana and dance like a star! This is a beginning course designed to teach students the important basics of salsa. ¡Echale salsita! You do not have to have a partner to join the class. Instructor also provides information on where you can go to practice your new dance passion! Your Friday nights will never be the same! *Luis Valverde, a native of Cuba, has been studying dance and music since the age of four. He has classical, modern and ethnic dance training. Luis studied at and earned his degree in dance from the world famous Escuela Nacional de Arte in Habana, Cuba where he focused on dance, music and choreography. He has taught dance and choreography in both Cuba and the United States since 1980.*

H722 3/2/18-3/30/18 Fri 6:30 - 7:30pm \$59

Ultimate Frisbee

This course offers an introduction to the skills of Ultimate and other flying disc sports. The course is designed for all levels of play, ages 16 and up, from beginner to advanced players are welcome and encouraged to enroll! Emphasis is on offensive and defensive tactics, rules, throwing, catching, and diving skills and the spirit of the game. *Marcelo Sanchez-Heredia was a student at LPC and now works as a part-time counselor and instructor.*

UF101 1/24/18-5/30/18 Wed 8:00 - 10:00pm \$69

Expanded class descriptions on Website • Classes take place on campus unless noted

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NEW = New Classes

20TH ANNIVERSARY = \$20 20th Anniversary classes

📍 = Click to go to website

20TH ANNIVERSARY

How to Earn Extra \$Money\$ with a Mystery Shopping Business

Want to become a Secret Mystery Shopper? Take this course and the one that follows, Explore 250 Home-Based Businesses for comprehensive information on how to start. Learn how to start your business and how to create a mystery shopping profile, sign up with 25 LEGITIMATE mystery shopping companies WITHOUT FEES, and avoid pitfalls and scams. *LeeAnne Krusemark is an author, business owner, and adjunct professor at more than 200 colleges from Maine to Hawaii, including Purdue, and an online instructor at more than 1,000 facilities worldwide, including Harvard.*

MS134 2/23/18 Fri 6:00 - 7:00pm \$20
Material Fee (in class) \$10

Explore 250 Realistic Home-Based Businesses

Turn your talents and hobbies into profits. You will learn about mandatory legal documentation, ways to market your product/service, taking tax deductions (this workshop included), and 250 home business ideas. This is probably the most comprehensive business start up workshop around. *Krusemark*

B106 2/23/18 Fri 7:00 - 9:00pm \$39
Material Fee (in class) \$20

20TH ANNIVERSARY

Make Money with a Home-Based Virtual Assistant/Word Processing Business

If you can type, you can make money at home. Having learned about business startup (prerequisite: participants must attend Explore 250 Home Based Businesses to get the most comprehensive information), you discover how/where to find clients, 50 ways to advertise/market services, equipment choices, and 100 ways to make money with a computer. *Krusemark*

B107 2/23/18 Fri 9:00 - 10:00pm \$20
Material Fee (in class) \$10

ONLINE

Medical Insurance Billing Certificate

Learn medical billing and become a valued professional in the fast-growing healthcare field. Topics include: CPT, ICD-10, and HCPCS coding as well as Worker's Compensation/personal injury billing and computerized billing software. Courses are taken consecutively in a synchronous, instructor-led, online format. Once registered, you'll be provided with long-in instructions and information on how to purchase the materials needed for the class. Students will received a "Certificate of Study" will be issued from Community Education. Basic computer proficiency is recommended. Online orientation is required. For Fall 2017, orientation day is Saturday, 9/30 from 10:00 am to 11:00 am. *Kris G Patterson is the owner of a successful Medical Billing and Consulting firm, KGP Consulting, LLC located in LA. Thousands of students have benefited from her knowledge in the medical field by taking courses at one of the over 35 colleges she has taught through in Northern, Central and Southern CA. She has taught Medical Insurance billing for over 18 years.*

MIBC101 \$150 + Materials Fee (Online) \$325

Orientation 2/17/2018 Sat 10:00 to 11:00am
Class 2/20/18- 4/12/18 Tue, Thu 6:30 to 8:30 pm

ONLINE

Medical Front Office Certificate

Running the front desk in a medical practice is a very rewarding experience and an excellent way to begin a career in the medical field. Are you interested in becoming a Medical Front Office/Medical Receptionist/Intake Coordinator? Class prepares you to begin a rewarding career and to become an integral part of a medical office team. Students will receive a Certificate of Training from KGP LLC upon completion of the classes. Topics covered include: basic medical benefit terms and plans, eligibility and insurance benefit verification, appointment scheduling (manual and computerized), improving telephone skills, patient arrival and departure, handling medical/office forms, patient privacy, confidentiality, etc., medical terminology (specific to the front office). Visit Kris Patterson's website for further information www.kgpilc.net. *Patterson*

MO215 \$39 + Materials Fee (Online) \$89

Orientation 2/17/2018 Sat 10:00 to 11:00am
Class 3/7/18 Wed 6:30 to 8:30 pm

ONLINE

Start Your Own Medical Billing Service

Medical billing services are in demand. Learn how to obtain clients, set fees, and market your services. Where can you obtain HIPAA-compliant software? What organizations for billing professionals can you join? Plus many more topics. Once registered, you'll be provided with login instructions and information on how to purchase materials. Basic computer proficiency recommended. Synchronous online class. *Patterson*

MBS634 \$25 + Materials Fee (Online) \$29

Orientation 2/17/2018 Sat 10:00 to 11:00am
Class 3/7/18 Wed 6:30 to 8:30 pm

Notary Public Workshop and Exam

Start a new career or part-time business and earn additional income! Acquire the knowledge and skills to pass the State Notary Public Exam and become a California Notary Public. State Notary exam is administered at the end of class. Bring two #2 pencils, Sate approved ID (driver's license or passport, must be currant, not expired) 2x2 color passport photo and a check for \$40.00 made payable to the "Secretary of State." Test proctors do not accept cash or credit cards. California Notary Academy is a California state approved vendor of notary education. Passport photos and live scans are also offered on the day of class for an additional fee. *The Academy for Notaries is a California state-approved vendor of notary education.*

B102 2/24/18 Sat 8:00am - 6:00pm \$69
Material Fee (in class) \$25

California Notary Renewal Class and Exam

More information online

B102 2/24/18 Sat 12:30 - 6:00pm \$49
Material Fee (in class) \$25

California Notary State Exam—Test Only

If you only need to take the test and have already completed the training at another location, you may register to take the exam. You must present a certificate showing that you have completed the state required training. YOU MUST PRE- REGISTER AND ARRIVE BY 4:00 PM TO BE SEATED FOR THE TEST.


B102 2/24/18 Sat 4:00 - 6:00pm \$20

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 = Click to go to website

How to Protect Your Rights with Patents, Trademarks and Copyrights

Obtain and use legal protection for your ideas, inventions, books, speeches, graphic art and photographs. Whether you are an engineer, designer, artist or author, you need to establish the legal rights to your creativity and protect it from being stolen and used by others. This class shows you how to register and protect your ideas and products using: *Patents, trademarks and copyrights *Non-disclosure, Confidentiality, Non-Competition, and Work for Hire Agreements *Poor Man's and Provisional Patents *Invention Nonuse and Trade Secret Agreements *Contingent Commitment Agreements *Licensing Agreements. Get the most timely, accurate and relevant information in plain, easy to understand language. Obtain access to all current forms, contracts and instructions on how to fill them out and which situations are best to use each type of protection. Includes a bonus section for inventors on locating potential licensees and offering their inventions in the safest method possible. *Mike Rounds is a successful consultant and professional speaker with 20 years of experience. He has worked for both large and small firms including Miller Brewing Company®, Coleco ToysR, UC Berkeley, and a variety of small and medium size businesses.*

CR867 3/19/18 Mon 6:30 - 9:30pm \$39
Material Fee (in class) \$30

What Were You Born to Do?

You were born to make a unique contribution to humanity. Progressing toward this purpose brings joy and abundance. Straying from it causes stress and emptiness. To accomplish this, one of the 33 Natural Talents® is wired into your DNA. It's so subtle, you rarely notice it; yet so powerful, it's the source of your highest potential. Elvis, Oprah and Einstein were all just "doin' what comes naturally." Also discover why applying your Natural Talent relentlessly will magnetically attract all the desires of your heart. (Ages 16 to adult) *Curtis Adney, MS, JD is a life coach, conducts numerous seminars across the Western US, and is the author of a forthcoming book, Pinpoint Your Destiny.*

B208 2/3/18 Sat 9:00am - 1:00pm \$49
Material Fee (in class) \$30



Shooting Television News and Sports: Could it Be YOUR Career?

What is good news reporting? How does the camera operator help the news get reported effectively? Pete D'Alonzo has decades of knowledge in the career. Class is a lecture format for those interested, even slightly interested, in becoming a live media cameraman. He will share years of experience and tips and information about how to get into the field. Pete has practical information about: Camera settings/angles; audio quality, modulation; lighting gel filters and spun; editing intuition, review of key subject matter that he will touch on in the lecture. *Pete D'Alonzo, Emmy award-winning freelance television technician with extensive and diverse experience, skilled in the art of camera coverage for professional and amateur sports and news events.*

TN412 3/6/18 Tue 6:00 - 8:00pm \$20

Did you know LPC offers National Registry Psychomotor exam prep and testing?



More information at the website.

National Registry Advanced Life Support Psychomotor Examination

NRT102 2/11/18 Sun 9:00am - 5:00pm \$300

National Registry Advanced Life Support Psychomotor Examination Preparation Class

PNRT102 2/10/18 Sat 9:00am - 5:00pm \$100

Updated CPR, AHA BLS (Professional)

BLS Healthcare Provider Certification. The AHA's new BLS Course has been updated to include science and education from the 2015 Guidelines Update for CPR and ECC. It teaches both single-rescuer and team basic life support skills for application in both prehospital and in-facility environments, with a focus on high-quality CPR and team dynamics. This class is aimed to the professional rescuer. Class is approved by ROP for students who are enrolling in the fall, but also provides valuable information and skills and certification for others interested in CPR. The American Heart Association strongly promotes knowledge and proficiency in BLS, ACLS, and PALS and has developed instruction materials for this purpose. *Eberle*

HG463	1/24/18	Wed 9:00am - 2:00pm	\$60
OR			
HG463	2/20/18	Tue 9:00am - 2:00pm	\$60
OR			
HG463	3/12/18	Mon 9:00am - 2:00pm	\$60
OR			
HG463	4/18/18	Wed 9:00am - 2:00pm	\$60
OR			
HG463	5/18/18	Fri 9:00am - 2:00pm	\$60

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



Prepare your family for natural disasters and emergencies.
 See page: 12

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Certified Staging Professionals Home Staging Course with Design Star Finalist Cathy Hobbs



Most home buying decisions are made within seconds of stepping through the front door. Professional home stagers prepare property for resale by setting the scene throughout the house to create immediate buyer interest, thereby increasing the chances for a more timely and profitable sale.

3-day course provides the foundation for those wanting to start a career or own a business in real estate property staging. The Certified Staging Professional program is a blend of property staging processes, interior redesign techniques, along with business, marketing and communication for effectively staging a house for sale. The CSP® program is intensive and covers comprehensive instruction in the steps and information necessary to become a successful real estate stager. The fee includes a 400-page manual and an on-site, hands-on work experience in a property for sale.

To attain the CSP designation, students must score 75% or above on two open-book, take-home tests. (If 75% is not attained, one retest is permitted within 30 days after the end of class. For more information about CSP® certification, go to <http://www.csptaining.com> CSP® is a charter member of the Real Estate Staging Association, RESA, and independent third-party trade association of real estate stagers.

5-time Emmy Award winning television personality Cathy Hobbs (ASID) (www.cathyhobbs.com) is the founder and creator of Cathy Hobbs Design Recipes(tm). Cathy was also a finalist on Season 6 of HGTV's Hit Reality Series Design Star. Cathy is a professional member of the American Society of Interior Designers and the International Design Association, as well as a certified staging professional. Credentialed by CSP, Cathy is also one of the top home staging trainers in the country, traveling nationwide teaching. She holds a BA in Fine Arts from FIT, cum laude, as well as a BS in Business Admin from The Marshall School at USC.

CT911 1/31/18-2/2/18 W,Th,F 8:00am - 6:00pm \$2,199

Grant Writing ONLINE COURSES



All courses run for six weeks (with a 10-day grace period at the end). Courses are project-oriented and include 12 lessons. Lessons are supplemented with quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. Any time of the day or night. Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners.

GRANT WRITING COURSES

- A to Z Grant Writing
- Become a Grant Writing Consultant
- Advanced Grant Proposal Writing
- Get Grants
- Writing Effective Grant Proposals
- Introduction to Nonprofit Management
- Starting a Nonprofit
- Marketing Your Nonprofit
- Wow, What a Great Event
- Accounting Fundamentals
- Introduction to Microsoft Excel 2016
- Research Methods for Writers

Courses
Start as Low as:
\$99

- Assignments and Final Exams •
- Six Week Courses •
- Certificate of Completion •

New course sessions begin each month.

For a complete list of available courses, detailed course descriptions, requirements, demonstrations, and additional information visit:

www.ed2go.com/lpccommed

Spring 2017 Performing Arts Events at LPC!

Visit www.laspositascollege.edu
for tickets and information.



March 22 7:00pm

Celebrating Women in Jazz Concert

April 6-15 8:00pm Fri/Sat 2:00pm Sun

Heathers: The Musical

April 26 7:00pm

Choir and Orchestra Concert

April 27-28 8:00pm Fri/Sat

Drama Workshop Festival

May 4 7:00pm

Speech Night

May 4-13 8:00pm Fri/Sat 2:00pm Sun

Under Construction
(a play by Charles Mee)

May 11 8:00pm

Dance Showcase

May 17 7:00pm

Celebrating Music



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Our online courses
are open to everyone!

expert
instructors



affordable
courses

24/7
access



convenient
for
everyone!



Learn from the
comfort of home!

Instructor-Facilitated
Online Learning

Course
Fees Start
at Just
\$99

I want to learn!



Online Learning
anytime, anywhere

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

Stocks, Bonds, and Investing: Oh, My!

Make wise investment decisions so you have enough to live comfortably through your retirement.

Introduction to Quickbooks

Learn how to quickly and efficiently gain control of the financial aspects of your business with this powerful accounting software program.

Accounting Fundamentals

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

Administrative Assistant Fundamentals

Prepare to take advantage of the many new job opportunities in health care, legal services, and other industries.

Explore a Career in a Dental Office

Discover the wide range of dental office careers open to you, master basic dental anatomy and terminology, and learn how dental professionals create healthy smiles.

Medical Terminology

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

Solving Classroom Discipline Problems

Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.

Creating WordPress Websites

Learn how to use WordPress, a free and popular Web design tool, to quickly and easily create attractive blogs and interactive websites.

Keys to Successful Money Management

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

Become a Veterinary Assistant

Practicing veterinarian prepares you to work in a veterinary office or hospital.

Introduction to Illustrator

Learn to create vector graphics and add amazing effects using Adobe Illustrator

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.

A to Z Grantwriting

Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.

Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management.

More Courses Available!

www.ed2go.com/lpccommed

Certification and Professional Development Courses

ONLINE

Certificate in Workplace Communication

Good communication in the workplace is more important than ever. And critical to your career advancement and success. Come get a comprehensive and intensive preparation with skills and techniques 8 you can put to use on Monday morning. Take back a workable conflict management model, along with successful and practical conflict management strategies. Then work with a pro to learn how to improve your negotiation skills for a win-win outcome, including helping others to get what they want, so you get what you want. Finally, find out more about yourself and others using personality profiles for better work performance. You will be learning from some of our more popular instructors, and taking away new how-to skills that work.

Three one-month courses Feb. 5 - Apr. 27 \$595



Management

ONLINE

Certificate in Non-Profit Administration

Non-profits today need to be run like a business in many respects. You have competition, a need to generate income and a surplus, and staff need to be even more productive. Get the best training on revenue generation for nonprofits, and program evaluation for nonprofits, with our Certificate in Nonprofit Administration. You will come away with the latest best information from instructors who train people in nonprofits.

One two-month course. Feb. 5 - Apr. 27 \$595

ONLINE

Management Certificate

Enhance your management skills through this program for supervisors, managers, and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness. Then learn how to improve your management of time and productivity. Time is even more valuable in this century than in the last. Get tips and techniques you won't get anywhere else for managing time and increasing productivity. Finally, get the keys to manage different generations in your workplace. Discover what motivates each generation at work, what incentives they respond to, and what messages they value.

Three one-month courses Feb. 5 - Apr. 27 \$595

3 Graduate Credits are available as an option for this class.

ONLINE

Certificate in Project Management

In today's business environment, there is a need for good project management. Project management provides visibility of project health to the business and the customer. Through continuous monitoring, early detection of variations to plan, schedule, and budget can be communicated to stakeholder for quick resolution, including project cancellation. Project management is one of the fastest paths to promotion by increasing your network through greater exposure. You will have the skills, tools and templates to confidently develop and maintain a project. An overview of salaries, certification costs, education and experience requirements are provided. We hope you will choose Project Management as a career. Prerequisites: Basic knowledge of MS OFFICE PROFESSIONAL (Outlook, Excel, PowerPoint & Project)

Three one-month courses Feb. 5 - Apr. 27 \$495
CEUs Available

New Media Marketing

ONLINE

Digital Marketing Certificate

Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your web site traffic, doing search engine optimization, and how to successfully employ online advertising. Relevant for any type of organization, including businesses, companies, non-profits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest most advanced information and answer your toughest questions.

Three one-month courses Feb. 5 - Apr. 27 \$495
CEUs Available

ONLINE

MOST POPULAR

Mobile Marketing Certificate

The way consumers are interacting with brands and connecting to the world is changing because of mobiles. Find out about location-based marketing, mobile payments, QR codes, applications, and mobile coupons. You will learn how mobile marketing can increase your capabilities to retain current customers and gain new ones. Then get step-by-step instructions on how non-technical users can build, deploy and market smartphone applications across Android, iPhone and Blackberry platforms. Finally, get the knowledge needed to implement a mobile marketing plan for your organization. Find out about proximity marketing, mobile marketing metrics, and developing a mobile marketing campaign.

Three one-month courses Feb. 5 - Apr. 27 \$595



*Point your camera at this code
to go to the website*

Other start dates available online!

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Register Now! • Telephone 925.424.1467

19

Certification and Professional Development Courses

BUSINESS

NEW!

ONLINE

Managing Social Change Certificate

Social media and digital technologies, when understood and leveraged effectively, can enable you to find new clients and motivate these clients to take action in more efficient and strategic ways. Whether you are a beginner new to the sales process or a seasoned professional who loves selling, understanding the basic steps of sales and freeing your mind of negativity is the foundation to your business success. Gain a better understanding of the importance of the sales function and learn new skills in relationship management, prospecting, customer management, and delivering a compelling sales presentation. Move yourself or your sales team to increased success. Discover proven strategies for moving your efforts, and those of others, from advocacy to managing and achieving social change within the workplace and/or community. First, learn to strategically apply various disciplines to cause organizational change as well as develop the personal skills and attitudes organizations need for implementing change. Then find out how to address change in the workplace, including addressing the resistance to change. Finally, leaders from elected officials to the CEO of Apple are encouraging people in the workplace to participate in community and social change. Learn different change strategies to improve your community and society for all.

There one month classes Feb. 5 - Apr. 27 \$495

ONLINE

Certificate in Accounting and Finance for Non-Financial Managers

Every successful person in the workplace utilizes financial information to aid effective decision making. The Certificate in Accounting and Finance for Non-Financial Managers explains the financial concepts and accounting processes used in most businesses and will provide practical techniques that will increase your effectiveness and career.

Three one-month courses Feb. 5 - Apr. 27 \$495
CEUs Available

NEW!

ONLINE

Leading and Managing Virtual Teams Certificate

Almost every business in North America uses virtual teams. As the move to virtually teaming accelerates, gain the knowledge and skills to develop high performance virtual teams and contribute to their success. The Certificate is designed to benefit anyone who is a leader or member of a team that leverages virtual meeting and collaboration tools. If you are the formal leader of a virtual team, an informal leader or want to become one, you will learn how to lead a virtual team, leverage virtual meeting tools and help lead that team to a higher level of performance. At the end of this three-course certificate, you will come away with an in-depth knowledge of what you can do to make a difference on the teams that you are part of. Take away actionable skills, tips and processes that you can apply with your virtual team.

Three one-month courses Feb. 5 - Apr. 27 \$495

ONLINE

MOST POPULAR CERTIFICATE

Certificate in Data Analysis

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills. Begin with getting a basic understanding of how to analyze data in a business setting. Then learn how many of your business decisions involve comparing groups for differences. You will know the statistics behind these group differences and relationships. Finally you will find out how to perform inquiries that will be useful to your business or organization, and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Whether your business is home based or a large company, this certificate will take you to the next level where important decision-making is concerned.

Three one-month courses Feb. 5 - Apr. 27 \$495
3 Graduate Credits are available as an option for this class.



BUSINESS COMMUNICATION

ONLINE

Certificate in Customer Service

Customer service is now essential for business and all work organizations. With the increase of technology, human interaction with customers becomes all-the-more important. Whether it relates to retaining customers, serving your audience, or turning inquiries from potential customers into sales, good customer service is now one of the central factors in organizational success. Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your organization's success. You will also take away some extraordinary customer service techniques you won't find anywhere else.

Two one-month courses Feb. 5 - Mar. 30 \$245

ONLINE

Spanish for Medical Professionals

Are you frustrated by the communication gap that can occur between you and your Spanish-speaking patients? If you answered yes, this Spanish class - designed specifically for healthcare professionals - will help you bridge that gap. You will practice the basic, practical language skills needed to effectively communicate with your Spanish-speaking patients and their families. You will learn the basics of the language, gain an understanding of the culture, and know how to ask the questions crucial to quality healthcare. Whether you speak some Spanish and need a refresher, or speak no Spanish, you will complete the course with the skills you will need to effectively communicate with your Spanish-speaking patients.

Two month course Feb. 5 - Mar. 30 \$290

Other start dates available online!

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Certification and Professional Development Courses

ONLINE

Managing Social Media Platforms Certificate

Different social networks have distinct characteristics, different features, and are used to develop a two-way communication and marketing strategy for your organization. Get a skill set for working and managing different social media platforms. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. You will get a firm foundation in Twitter, LinkedIn, and Facebook platforms. Come away with both an understanding of these social networks and practical, how-to techniques to integrate social networks into your organization or business. Your instructors are outstanding practitioners who also speak, write, and train others on social networks.

Three one-month courses Feb. 5 - Apr. 27 \$495

ONLINE

Social Media for Business Certificate

Get in on this exciting and growing way to communicate market and serve your customers and clients. For businesses, nonprofits, government, and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn, and more, discover the new principles of communication that apply across all networks and how these specific social networks work and the possible uses for your organization. Learn how social networks are used to develop a two-way communication and marketing strategy for your organization. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. Whether you are new to social networks or already involved, you will come away with both an understanding of social networks and practical, how-to techniques to integrate social networks into your organization or business. Your instructors are outstanding practitioners who also speak, write, and train others on social networks.

Three one-month courses Feb. 5 - Apr. 27 \$495
3 Graduate Credits are available as an option for this class.

Did you know you can take a regular credit-granting classes at Las Positas college without being a full time student?

Just apply to the college here: <http://www.laspositascollege.edu> and follow the steps to enroll. Then you can enroll for fun classes like Hip Hop Aerobics, Fitness Walking, Pilates and Photography.

Classes are only \$46 per unit (plus student fees) and last for 17 weeks.

Most Kinesology activity classes are only 1.00 unit!

Call Admissions and Records with questions: 925-424-1500



Want to get into radio broadcasting, Start out with this intro class

Operations procedures and practices in a modern radio broadcast studio. Introductory study of various aspects of radio production, including editing and announcing, supporting station operations, publishing content online, selling ads, establishing a brand identity, producing news, collaborating with other media, and much more.

MSCM 32A INTRO TO RADIO PRODUCTION
CRN 32708 MW, 1 credit

Contact: Alex Galindo, Radio and Television Producer
agalindo@laspositascollege.edu

Want to type those FaceBook posts more quickly?

LPC offers keyboarding classes for all skill levels. Classes are offered day, evening, and online; 8-14 weeks of instruction.

CIS 71 FT1 (CRN 30152)—Jan. 17-Mar. 16 (M/W mornings)
CIS 71 FT2 (CRN 30153)—Mar. 19-May 18 (M/W mornings)
CIS 71 LS1 (CRN 31928)—Jan. 30-May 25 (M/W afternoons)
CIS 71 LS2 (CRN 30154)—Jan. 30-May 25 (M/W evenings)
CIS 71A (CRN 30176)—Jan. 30-May 25 (Online)

Thinking of working in a Medical office—LPC can help you get started!!

CIS 79—Medical Office Procedures covers the procedures and processes that you need to know to be effective at the front desk of a medical office—scheduling appointments, greeting patients, working with electronic medical records, and understanding the patient privacy requirements. CIS 79 (CRN 30871) is offered online and starts January 16.

Confused or bewildered by all the Computer Jargon?

CIS 8—Essential Computing Skills is the class for you! This class starts out with basic terminology and concepts—what is a Flash drive, and then leads you into the basics of Microsoft Word, Excel, and PowerPoint. This class requires no previous experience with computers.

CIS 8 LS1 (CRN 30630)—Jan. 30-May 25 (M/W mornings and afternoons)
CIS 8 LS2 (CRN 30653)—Jan. 30-May 25 (M/W evenings)

Expanded class descriptions on Website • Classes take place on campus unless noted.

Prepare for Industry Certification Online!



Online Career Training Programs

Our career training programs can start you on a path to an in-demand profession or help advance your current career with industry certification. You may begin these programs at any time and learn at your own pace. Upon successful completion of all coursework, you will receive a certificate of completion.

Features:

- 6-18 month self-paced, start anytime
- Textbook and materials included
- Prepare for industry certification
- Certification exam vouchers are included in some instances
- Financial assistance available in some instances
- Student advisors provide you coaching, motivation, and career readiness support

Other Program Categories:

- Business and Professional
- Healthcare and Fitness
- IT and Software Development
- Management and Corporate
- Media and Design
- Hospitality and Gaming
- Skilled Trades and Industrial

All materials are included in the program fees. Each course has an instructor assigned to answer questions and solve student problems.



Certified Bookkeeper

The certified Bookkeeper Online Training Program helps professional bookkeepers earn prestigious American Institute of Professional Bookkeepers (AIPB) certification.



Certified Wedding Planner

340 hours

This comprehensive program covers everything an aspiring wedding planner needs to know to get started in the business. Whether you plan on working part-time or full-time, this program will provide all the knowledge you need to work as a professional wedding planner and start your wedding planning business.



Payroll Practice and Management (Voucher included)

100 hours

Become knowledgeable in all facets of payroll rules and regulations, and join one of the fastest-growing career fields today.



Legal secretary

350 hours

Master the skills you need to be a legal secretary and prepare for the National Association of Legal Professionals (NALS) Accredited Legal Secretary (ALS) exam.



NASM Certified Personal Trainer and Exam Preparation

This online program will help you pass the NASM exam and earn your NASM Certified Personal Trainer certification, one of the most respected certifications in the fitness industry.



Optician Certification Training

150 hours

Master the skills you will need for a successful career as an optician and prepare yourself to take the AO certification exam.



Paralegal

300 hours

This program will prepare you for success in this growing career field. You'll learn about the American legal system, how to conduct legal research and legal interviews, how to perform legal analyses, and more.



Certified National Pharmaceutical Representative

190 hours

Learn the skills necessary to become a pharmaceutical sales representative. The program covers pharmacology, medical terminology, physiology, and regulations for selling pharmaceuticals.



Point your camera at this code to go to the website

To Enroll or learn more,
visit or call us at
925-424-1467

www.ed2go.com/lpccommed

HOW TO REGISTER FOR COMMUNITY ED CLASSES

- A. There are three ways to register:
1. Online with a credit card at:
www.laspositascollege.edu/communityed
 2. By phone at 925.424.1467 with a credit card
 3. By mail with a credit card or check payment and the registration form in this brochure

Non-Campus locations will be listed or marked "online".



Scan this code to go to our registration website.

- B. Register early to ensure your place in a class. Walk-ins are welcome unless otherwise noted; however, please note that if you plan to walk-in the day of class, please pay by check or cash only! Credit cards are not accepted at the classroom. Please call us before you come to the college to attend class to make sure the class is being taught and to receive the room number: 925-424-1467. Or, check the website. Registrants receive room numbers on their email confirmations.
- C. Registration confirmations are sent via email only. Please provide an email address when registering if you want a confirmation of enrollment.
- D. Refund Policy: Refunds are not given for Community Education courses except when a class is cancelled. In the event of a class cancellation, full refunds will be given.
- E. Parking on campus is by permit only. Daily parking permits are available for \$2 from machines in each parking lot.
- F. All classes meet at Las Positas College campus unless otherwise noted!



CUT ALONG DOTTED LINE

Please mail to: Community Education, Las Positas College, 3000 Campus Hill Drive, Livermore, CA 94551

Make checks payable to: Las Positas College

Today's date _____ e-mail (to receive a confirmation you must provide an email address) _____

Name (please print) _____ age _____

Address _____

City _____ State _____ Zip _____

Phone (day) _____ (evening) _____

Course #	Course Title	Date	Time	Fee

Check payment type Visa Mastercard Check please write check #

Card number _____ Expiration date _____

Signature _____ Cardholder billing address if different than above _____

I hereby release, discharge and absolve and agree to indemnify chabot/las positas community college district and its employees from any and all liability for injuries and illness that may occur while participating in the program. I hereby give my consent for college personnel to authorize any and all emergency medical and dental treatment. Unless otherwise indicated, i consent to the college's use of any photographs or video that are taken of me or my child while participating in this program for use in publicity materials.

Student signature _____ Parent/guardian signature if age 18 and under _____



Community Education
 Las Positas College
 3000 Campus Hill Drive
 Livermore, CA 94551

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Lifelong Learning Career and Personal Development

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NEW CLASSES

- Managing Social Change Certificate 20
- Choreobarré Fitness 14
- Emergency Preparedness 12

RETURNING FAVORITES

- Spanish for Medical Professionals p.20
- Self Defense for Womenp.14
- Excel all Levels p.9
- Cuban Salsap.14
- Certificate in Data Analysis p.20
- Conversational Italian p.5

*Many classes
 only \$20!*



Snap this code to go directly
 to our registration website