

# Continuing Education Center

Spring 2017 Schedule | ivcc.edu/cec f

# Work

Aromatherapy 5

BASSET Certification 9

Event Planning & Sponsorship 10

Leadership Series 11

Agriculture Pesticide Operator 13

# **Play**

Hypertufa Fairy House 21
Introduction to 3D Printing 25
Healthy Cooking Series 26
Sustainability Saturday 31
Connect with Your 6th Sense 33

# **Get-a-Way**

Boats, Breweries & Broadway

Eat, Tour & Be Merry

My Fair Lady

The King & I

Chicago Architecture Tour

17

18

19

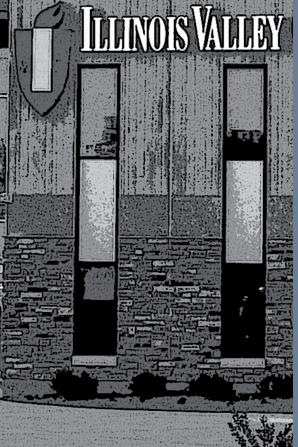


Scan for additional information.



- - Meet the IVCC Continuing Education Center team members & instructors
  - Receive up to date information about classes & events
  - Find out about last minute openings
  - Learn when new programs are scheduled
  - Receive tips, information and even recipes from our instructors
  - Community events happening on campus





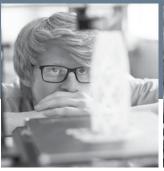
# **Continuing & Professional Education**

For busy professionals and career seekers to acquire skills needed to improve work performance or prepare for a new career.

- **Healthcare Career Programs**
- 4-5 Nursing
- Massage
- Teacher
- Online Career Programs
- **BASSET Certification**
- **Event Planning & Sponsorship**
- Non-Profit
- **Leadership Series**
- 12-13 Computers
- Agriculture Operator Certificate
- 14 **OSHA & Safety**
- Online Certified Production Technician
- **Food Service Sanitation**



Unless otherwise stated, these courses are designed for adults 18 & over.







For people in our community wanting courses, activities and cultural experiences to enrich their lives and continue their learning adventure.

Educa	17-19	Trips & Tours	31	Sustainability Saturday
$\Box$	20-21	Creative Arts		[April 8]
Ш	22	Jewelry	32-33	Mind, Body & Wellness
>	22	Heirloom Woodworking	34	Local History
unity	23	Dance & Music	34	Dollars & Sense
<b>=</b>	24	Photography	35	Online Courses
E	25	Personal Technology	36	Registration Form
E	26-27	Culinary Arts	37	SAT Test Preparation
5	28	Pet Care	37	Youth
	29	Survival Skills		

# REGISTRATION CONFIRMATION

Featured on cover: Candice Chaffee.

You will receive a confirmation of your registration in the mail. Confirmation will include a schedule, receipt and information specific to your classes.

IVCC Health & Wellness Instructor

REFUND/CANCELLATION POLICY
Registrants who cancel up to seven days prior to the start of a course receive a full refund. No refund will be given after that time, although a substitution of individuals is allowed. Registrants who do not attend and do not withdraw from the class will not receive a refund. Cancellations can be made by calling the Continuing Education Center (815) 224-0427.

The Continuing Education Center reserves the right to cancel classes due to low enrollment. If a class must be canceled by the Continuing Education Center, you will receive a full refund.



Look for this icon throughout for classes at the IVCC Ottawa Campus.

30

Gardening



#### Healthcare Information Session [Pharmacy Technician & Medical Administrative Assistant]

These programs are offered in partnership with Condensed Curriculum International, Inc. (CCI). Available to both working adults interested in a new career and current professionals, these short term training programs will help you prepare for entry level jobs in healthcare. This free information session will give prospective students information on job outlook, certification requirements and the course content for the Pharmacy Technician and Medical Administrative Assistant programs as well as payment plan options. It is recommended that you check out the local job market and attend this session before registering for the programs. This session is free, but you must pre-register by calling IVCC at 815-224-0447. Wed

9-11 a.m. Feb 15

1 Session CTC-124, IVCC

CEX-9952-02

Free



This 50-hour course prepares students to function effectively in many of the administrative and clerical positions in the health care industry. Medical Administrative Assistants, Medical Secretary and Medical Records Clerks are all positions in great demand. This program covers important background information on the medical assisting profession and interpersonal skills, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, medical records management and management of practice finances. This program is intended to provide students with a well-rounded introduction to medical administration so that a student can gain the necessary skills required to obtain a medical administrative assistant position in the health care field. This program meets the necessary requirements to take the National Healthcareer Association (NHA) - Certified Medical Administrative Assistant (CMAA) exam, cost of exam not included in course fee. This program includes an optional clinical externship rotation for all students. To be eligible for the clinical rotation, students must successfully complete the 50 hour program, submit to a thorough background check, drug screening and meet other requirements. Textbooks and materials are included in the course fee. There is no job assistance for this program.

Tue/Thu 6-9:30 p.m. Mar 14-May 2 15 Sessions CCI E-231, IVCC CCE-1740-300 \$999

A payment plan is available for students registered by February 22. For additional information on these programs or assistance with registration please call 815-224-0490 or email Monica\_Near@ivcc.



#### Pharmacy Technician

This comprehensive 50 hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs", I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parental nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement. In addition to classroom lecture and labs, this program includes a clinical externship through a local pharmacy. To be eligible for the clinical externship, students must successfully complete the 50 hour program, submit to a thorough background check, drug screening and meet other requirements.

Prerequisite: A high school diploma or GED plus a solid background in math. Textbooks and materials are included in the course fee. Cost of the PTCB national exam is NOT included in the course fee. There is no

job assistance for this program. Mon/Wed

CCI

6-9:30 p.m. E-232. İVCC Mar 13-May 1 CCE-1720-300

15 Sessions \$1,199



# Medical Billing and Coding [Online]

Medical billing and coding is one of the fastest-growing careers in the healthcare industry today! The need for professionals who understand how to code healthcare services and procedures for third-party insurance reimbursement is growing substantially. Physician practices, hospitals, pharmacies, long-term care facilities, chiropractic practices, physical therapy practices and other healthcare providers all depend on medical billing and coding for insurance carrier reimbursement. This billing and coding program delivers the skills students need to solve insurance billing and coding problems. It details proper assignment of codes and the process to file claims for reimbursement. With the transition to ICD-10, effective as of October 1, 2015, this course will also provide training in ICD-10-CM. This course covers the following key areas and topics: An overview of healthcare & insurance industry. The organization and use of the ICD-9-CM, ICD-10-CM, CPT and HCPCS manuals to identify correct codes. Detailed review and practice using the alphabetic index and tabular list of the ICD-9-CM, ICD-10-CM and practice coding examples within the CPT. Basic claims processes for medical insurance and third-party reimbursements. Completing common insurance forms, tracing delinquent claims and appealing denied claims. Textbooks and materials are included in the course fee, National exam fees not included. There is no job assistance for this program. Students are given six months to complete the program.

Course Fee: \$1,799

Online program, open enrollment, register anytime by going to healthedtoday.com/ivcc or calling 815-224-0490.

A payment plan is available for students registered by February 22. For additional information on these programs or assistance with registration please call (815) 224-0490 or email Monica Near@ivcc.edu

# Nursing

● Tick Tock...The Biological Clock
[Clinical Implications of a 24 hr day]
What a difference a day makes...24 little hours. Barb Bancroft

What a difference a day makes...24 little hours. Barb Bancroft discusses the clinical implications of the 24 hour clock for patients and healthcare professionals. When do medications work the best? Why does timing make a difference physiologically? Why do most clotting disorders occur in the morning? Why should owls work the nightshift? Why should a "pure" lark NEVER work the nightshift? Why do asthmatics and patients with COPD have their worst pulmonary function at night? Why do diabetics have the greatest risk of hypoglycemia at 3 a.m.? What is the "dead in bed" syndrome? When should you ask your boss for a raise? All this and more! Breakfast, lunch and handouts are included in the course fee. [6 CE Hours]

Fri 8:30 a.m.-3:30 p.m. Mar 24 1 Session Barb Bancroft C-316, IVCC CPD-3255-03 5112

Meet your instructor: Barb Bancroft, RN, MSN, NP, has provided more than 2500 continuing education events on clinical topics pertaining to pathophysiology, physical assessment and pharmacology to health care professionals throughout the United States and Canada. She has been the motivational keynote speaker on health maintenance topics for numerous nursing associations as well as for corporate groups and events. Barb is a fascinating, highly informative speaker whose dynamic and humorous presentation style makes learning enjoyable. She provides a wealth of clinical information that can be applied to everyday practice. She has held faculty positions at the University of Virginia, the University of Arkansas, Loyola University of Chicago and St. Xavier University of Chicago. She has provided courses on Advanced Pathophysiology, Pharmacology and Physical Assessment to graduate and undergraduate students. Barb Bancroft is the author of four books: Medical Minutiae, a humorous look at the fields of medicine and nursing and An Apple a Day: The ABCs of Diet and Diseases, Live a Little, Laugh a Lot and her 2012 release, Kiss My Asparagus-an essential guide to nutrition's role in health and disease. Barb is currently working on her newest book, titled Who Knew?

#### Here is what students have to say:

"Barb Bancroft does an amazing job creating a 'one of a kind nursing presentation'. Barb has a very unique style that combines up-to-date nursing science with a little bit of humor which in turn makes learning new information fun and memorable. I have been attending Barb's continuing education for nursing programs for more than eighteen years and each has been an exceptional learning experience. Barb is an expert in her field who has a professional delivery of educational topics in nursing."

- Linda McCabe Pinn, MSN, RN



The Trainer the Trainer and Alzheimer's portions of this course are all online. This portion of the course will consist of 5 weeks of online instruction. Students will spend time completing readings, discussion postings and assignments. The Approved Evaluator Workshop Skills portion will be held April 7 and is in a face-to-face format requiring one day on-campus for skills practice and successful return demonstrations. Participants must meet the qualifications outlined in the June 2013 Illinois Administrative Code Section 395.160 Instructor Requirements. To see the requirements and full course details visit cnaeducators.org. Students please purchase required textbook prior to class: De Young, S. (2015). Teaching Strategies for Nurse Educators (3rd ed.). Pearson Education, Inc. Upper Saddle River, N.J.

Online Mar 13-Apr 14 6 Sessions Tammy Taylor CPD-3527-103 599

## Hearing Loss & Hearing Aids 101

Hearing loss is one of the most common medical conditions affecting adults. Approximately one in three people between the ages of 65 and 74 have hearing loss. Having trouble hearing can make it hard to communicate with others and can make it difficult to respond appropriately to environmental sounds. This can be frustrating, embarrassing, and even dangerous. This course will help you to better understand hearing loss and the treatment options available for it. Hearing aids will be discussed in detail. Upon completing this course you will be educated with the information needed to confidently pursue hearing help for yourself or a loved one. This course is presented by Beth Wallace, M.S. and Elizabeth Koch, AuD. They are both Audiologists at St. Margaret's Health Ear, Nose, and Throat Center in Peru, IL with 15+ years of combined experience in the field of Audiology. [2 CE Hours]

Tue 10 a.m.-12 p.m. Apr 4 1 Session Beth Wallace & CTC-123, IVCC CPD-3251-04 510 Elizabeth Koch



Medicinal herbs and plants are steeped in rich tradition and history. Many are high in nutritional and pharmacological properties. Herbs encourage and activate the body's own healing mechanisms. This course is designed to offer an introduction to medicinal herbs and their history of use in healing. Topics include a brief history of herbal medicine, how herbs work in the human body, herbal properties and characteristics and demonstrations of how to prepare a wide range of internal and external applications. Participants will gain a basic understanding of how and when to use medicinal herbs to address simple health issues. [6 CE Hours]

Wed 9 a.m.-3:30 p.m. Mar 15 1 Session Candice Chaffee CTC-125, IVCC CPD-3245-03

#### Aromatherapy for Health & Well-Being

Aromatherapy is required coursework in French medical schools and essential oils are revered for their healing benefits in many countries. This workshop is a comprehensive introduction to the many applications of essential oils. Topics include: how to use, buy, and store, basic care kit, pharmacological and psychological properties, carrier oils and everyday applications. Students have the opportunity to experience a wide variety of scents and learn the life-enhancing and healing qualities of essential oils. There is a \$5 material fee payable to the instructor the day of class. [6 CE Hours]

Wed 9 a.m.-3:30 p.m. Apr 5 1 Session Candice Chaffee CTC-125, IVCC CPD-3235-04

#### Advanced Aromatherapy: The Application of Essential Oils

Prerequisite: Aromatherapy for Health and Well-Being or Aromatherapy for Healthcare Professionals.

This course is a continuation of Aromatherapy study. It is a more in-depth exploration of essential oils and their uses. Participants will learn about pharmacological properties of these healing oils, as well as the basics for mixing therapeutic, skin/personal care and home use products. The beginning concepts of hand and foot REFLEXOLOGY will be taught as a modality for enhancing the therapeutic properties of essential oils. This fun-filled workshop is experiential and students will make and take home their own creative products! There is a \$15 material fee payable to the instructor the day of class. Please bring notes from previous class for review. Also, feel free to bring your own collection of essential oils. Registration deadline: Apr 12. [6 CE Hours]

Wed 9 a.m.-3:30 p.m. Apr 26 1 Session Candice Chaffee CTC-125, IVCC CPD-3239-04 579

● Advanced Aromatherapy: ☐ The Art of Blending Essential Oils

Prerequisite: Aromatherapy for Health and Well Being or Aromatherapy for Health Professionals.

This workshop is a continuation of Aromatherapy study and will focus on the art of selecting, balancing and blending essential oils for specific uses. We'll examine blending for home use (cleaning, sanitizing), personal care products and custom perfumes. Participants will learn categories and note classifications (top, middle and base) of essential oils and different techniques for formulating therapeutic blends. Chemical constituents and their effects will be studied.

Upon completion of this course, participants will be able to:

- List the categories of essential oils, their characteristics and specific oils from each category.
- Explain which categories best complement each other.
- Describe top, middle and base notes and their ideal proportions when creating a blend.
- Demonstrate how to choose the correct ratios when formulating essential oils.
- Explain the steps in determining desired effects and selecting appropriate oils.
- Demonstrate how to test and formulate blends for a different uses.

This workshop is experiential, students will formulate and take home their own pure essential oil blends. There is a \$15 material fee payable to the instructor the day of class. Please bring notes from previous class for review. Also, feel free to bring your collection of essential oils. Registration deadline: May 3. [6 CE Hours]
Wed 9 a.m.-3:30 p.m. May 17 1 Session

Wed 9 a.m.-3:30 p.m. May 17 1 Session Candice Chaffee CTC-125, IVCC CPD-3254-05 579

# NURSING CE HOURS! TAKE IT ONLINE! Visit: ed2go.com/ivcc

Courses Begin Monthly. Visit the web site for a full listing of course titles and descriptions. Prices and CE hours vary per class.

These online courses have been approved by Allegra Learning Solutions, an accredited provider of continuing education in nursing by the American Nurses Credentialing Center's Commission of Accreditation.



#### Introduction to Herbalism

Medicinal herbs and plants are steeped in rich tradition and history. Many are high in nutritional and pharmacological properties. Herbs encourage and activate the body's own healing mechanisms. This course is designed to offer an introduction to medicinal herbs and their history of use in healing. Topics include a brief history of herbal medicine, how herbs work in the human body, herbal properties and characteristics and demonstrations of how to prepare a wide range of internal and external applications. Participants will gain a basic understanding of how and when to use medicinal herbs to address simple health issues. [6 CE Hours] Wed 9 a.m.-3:30 p.m

Wed 9 a.m.-3:30 p.m.
Candice Chaffee CTC-125, IVCC 1 Session CPD-3245-03 \$79



### Aromatherapy for Health & Well-Being

Aromatherapy is required coursework in French medical schools and essential oils are revered for their healing benefits in many countries. This workshop is a comprehensive introduction to the many applications of essential oils. Topics include: how to use, buy, and store, basic care kit, pharmacological and psychological properties, carrier oils and everyday applications. Students have the opportunity to experience a wide variety of scents and learn the life-enhancing and healing qualities of essential oils. There is a 55 material fee payable to the instructor the day of class. [6 CE Hours] Wed 9 a.m.-3:30 p.m. Apr 5 CPD-3235-04 1 Session Candice Chaffee CTC-125, IVCC

Advanced Aromatherapy: The Application of Essential Oils

Prerequisite: Aromatherapy for Health and Well-being or Aromatherapy for Healthcare Professionals.

This course is a continuation of Aromatherapy study. It is a more in-depth exploration of essential oils and their uses. Participants will learn about pharmacological properties of these healing oils, as well as the basics for mixing therapeutic, skin/personal care and home use products. The beginning concepts of hand and foot REFLEXOLOGY will be taught as a modality for enhancing the therapeutic properties of essential oils. This fun-filled workshop is experiential and students will make and take home their own creative products! There is a \$15 material fee payable to the instructor the day of class. Please bring notes from previous class for review. Also, feel free to bring your own collection of essential oils. Registration deadline: Apr 12. [6 CE Hours]

Wed 9 a.m.-3:30 p.m. Apr 26 1 Session Candice Chaffee CTC-125, IVCC CPD-3239-04

Here's what students have to say:

"Candice Chaffee's classes are the best I have taken here, packed with awesome information! Her knowledge base is outstanding and I found her information extremely informative! I love her style of teaching and sense of humor."



Advanced Aromatherapy: The Art of Blending Essential Oils

Prerequisite: Aromatherapy for Health and Well Being or Aromatherapy for Health Professionals.

This workshop is a continuation of Aromatherapy study and will focus on the art of selecting, balancing and blending essential oils for specific uses. We'll examine blending for home use (cleaning, sanitizing), personal care products and custom perfumes. Participants will learn categories and note classifications (top, middle and base) of essential oils and different techniques for formulating therapeutic blends. Chemical constituents and their effects will be studied.

Upon completion of this course, participants will be able to:

- List the categories of essential oils, their characteristics and specific oils from each category.
- Explain which categories best complement each other.
- Describe top, middle and base notes and their ideal proportions when creating a blend.
- Demonstrate how to choose the correct ratios when formulating essential oils.
- Explain the steps in determining desired effects and selecting appropriate oils.
- Demonstrate how to test and formulate blends for a different uses.

This workshop is experiential, students will formulate and take home their own pure essential oil blends. There is a \$15 material fee payable to the instructor the day of class. Please bring notes from previous class for review. Also, feel free to bring your collection of essential oils. Registration deadline: May 3. [6 CE Hours]

9 a.m.-3:30 p.m. May 17 CPD-3254-05 1 Session Candice Chaffee CTC-125, IVCC

Meet your instructor: Candice Chaffee is certified as a Master Herbalist and Natural Health Professional. She has studied, practiced and taught holistic health for 25 years and now divides her time between teaching, public speaking and natural health consulting. Chaffee has been a guest lecturer at numerous conferences as well as the Medical College of Virginia, School of Pharmacy at Virginia Commonwealth University, Wesleyan University, KCC, Illinois Valley Community College, Parkland College, Illinois Central College and Lewis Ginter Botanical Gardens. Her classes will leave you inspired and empowered.

# ONLINE-

#### Certificate in Healing Environments for Body, Mind & Spirit

In this innovative certificate program, you'll examine how Optimal Healing Environments (OHEs) impact the health of individuals and communities on a physical, social, psychological and spiritual level. You'll explore the effect of all the elements of an environment, including color, light, sound and art and the role they play in supporting physical and emotional health. In addition, the program examines how a facility can use a focus on nature to create a sense of connection. At the end of this program, you'll appreciate all aspects of a healing environment and be able to describe methods of enhancing personal and work environments so they support the health of individuals and surrounding communities in a sustainable, healing manner.

This online course has been approved for 16 contact hours by Allegra Learning Solutions, an NCBTMB approved provider. See page 35 for details or go to ed2go.com/ivcc

Course Fee: \$96

# Certificate in Energy Medicine

There is increasing scientific evidence that human beings are comprised of a biofield, an energetic system that is highly integrated with the physical body, emotions and the spiritual aspect of individuals. Because of this evidence, medical and health care professionals are increasingly incorporating methods of energy healing with modern health care methods. In this certificate, you'll explore the fundamentals of energy medicine. As a foundation for your understanding of energy medicine, you'll examine the scientific evidence of the biofield and explore Indian healing traditions regarding the chakras (the energy centers in the body). With this foundation in place, you'll go on to discover a variety of healing practices that focus on treating the biofield. You'll see how music and sound can be used therapeutically and explore the benefits of the mind-body practice of meditation for promoting presentmoment awareness. The certificate also examines various gentle hand techniques used to balance the biofield, including Therapeutic Touch®, Healing Touch, Reiki, reflexology and craniosacral therapy. Finally, you'll learn about traditional Chinese practices such as gigong, a holistic system of self-healing with a focus on posture and movement, breathing techniques, meditation and acupuncture. This online course has been approved for 10 contact hours by Allegra Learning Solutions, an NCBTMB approved provider. See page 35 for details or go to ed2go.com/ivcc

Course Fee: 560

# **Teachers**



# **Teaching PD Hours**Take it Online!

ed2go.com/ivcc

Earn PD's that are Convenient, Affordable, and Effective!

Take IVCC ed2go online courses anywhere and when it's most convenient for you! Classes are 6 weeks long and 24 contact hours.

New classes begin monthly.

Complete course descriptions, syllabus and demos available at ed2go.com/ivcc

For detailed information on how to get started and register see pg. 35.

Empowering Students with Disabilities CPD-2211	\$99
Teaching Adult Learners CPD-2319	\$99
Content Literacy: Grades 6-12 CPD-2410	\$ <b>9</b> 9
Common Core Standards for English Language Arts CPD-2317	K-5 \$99
Solving Classroom Discipline Problems CPD-2208	\$99
Differentiated Instruction in the Classroom CPD-2204	\$ <b>99</b>
The Creative Classroom CPD-2202	\$ <b>99</b>
Enhancing Language Development in Childhood CPD-2408	\$ <b>9</b> 9
Teaching Students with Learning Disabilities CPD-2217	\$ <b>9</b> 9

Many more to choose from!

Additional class offerings and topics of concentration are listed on the website.

### **Teaching ESL Series**

Register for the complete bundle to receive a discount and earn 96 PD hours! All Course materials are developed by Heinle I Cengage Learning, a global leader in ESL/EFL materials. Course content is approved by the TESOL Professional Development Committee so students who successfully complete this course receive a TESOL Certificate of Completion. Visit ed2go.com/ivcc to get registered.

#### An Introduction to Teaching ESL/EFL

You will rethink the traditional native vs. non-native speaker distinction, see why teaching English is so different from teaching other subjects and explore innovative approaches like Communicative Language Teaching and the lexical approach. You'll gain new insights and ideas for teaching vocabulary, grammar, listening, speaking, reading and writing. Discover what some of your options are in designing fair and accurate tests. Learn how to keep learning and growing throughout your teaching career.

#### Teaching ESL/EFL Vocabulary

Do you sometimes wonder if the vocabulary your textbook is teaching is really what your ESL students need to learn? Well, you're not alone. Learn a more precise and effective way of helping your students learn English vocabulary. You'll discover what the different types of vocabulary are, as well as how to accurately assess what your students already know and what they need to learn. You'll also explore the most powerful way of teaching vocabulary as you teach ESL across the four strands. These four strands include: meaning-focused input (listening and reading), meaning-focused output (speaking and writing), language-focused (deliberate) learning and fluency development. You'll find ways to evaluate how successful your vocabulary activities are.

### Teaching ESL/EFL Grammar

In this course, you'll come to see English grammar as a three-dimensional process that's useful in bringing coherence, cohesion and texture to writing and speech. We'll begin by considering seven definitions of grammar that we'll draw on throughout the course. We'll also discuss the differences between patterns and rules and why second-language learners benefit from our instruction on both. Learn why students need to understand the three dimensions of grammar: form, meaning and use; and how seeing grammar as a dynamic and changing system helps students overcome many of their grammar challenges. You'll also see why teaching grammar in a way that makes it personally meaningful to your students brings the best results.

### Teaching ESL/EFL Reading

Did you realize that reading is one of the most important skills you can teach? The skill of reading not only gives your students what they need to be successful learners, but it also makes them more self-confident and eager to learn. It's truly at the core of the other language skills: listening, speaking, writing and grammar. In this course, you'll learn how to show your students the value of reading to motivate them to become strong readers. Examine extensive reading and how to integrate it into your curriculum. Look at ways to help your students develop a fluent reading rate and use strategies for reading successfully, plan effective lessons, design a strong reading curriculum, select appropriate reading materials and assess students to encourage their growth.

# Online Career Programs

IVCC offers online career training programs that vary from 6-18 months in length. These instructor-led programs are designed to provide the skills necessary to acquire entry-level positions for many occupations. All programs are self-paced, allowing you to learn on your schedule and accessible 24/7. Most books and materials are included.

> For additional information including course content, prerequisites, requirements, registration and financial assistance please visit the web site at: careertraining.ed2go.com/ivcc REFUND POLICY for Ed2Go Online Classes: There will be NO refunds granted once Ed2Go provides the student with an access code. There will be NO exceptions.
> Please note tuition does NOT include national exams.

#### IT Security Survival Training [225 Hours]

If you are wanting to start or advance your career in IT security, this program provides training in all areas of IT security. You will learn everything from security protocol to advanced forensics and cryptography. With over 5 certifications being covered in this training program, you will be prepared for a variety of positions within the IT security sector. You will cover all areas of security; ranging from data protection, info vulnerabilities, risk assessment, cloud security, and security analysis.

Course Fee: \$1,995

■ Payroll Practice and Management [80 Hours] The Payroll Practice and Management Online Training Program will teach you all facets of payroll, from the basics to the complexity of fringe benefits, taxation, and garnishments. If you have payroll experience, this program will refresh your skills, keep you up-to-date with regulations, and provide a thorough review for the Certified Payroll Professional test given by the American Payroll Association.

Course Fee: \$1,795

#### • Human Resource Professional [120 hours]

Are you seeking a career in a high-demand field with plenty of opportunity for advancement? In this online program, you'll master all the skills you need to obtain an entry-level position in the popular field of human resources. In addition, this program will prepare you to take the PHR. Professional in Human Resources certification exam. with HRCI (Human Resource Certification Institute) as the certifying body.

Course Fee: \$1,795

#### Administrative Professional with Microsoft Office Specialist 2016 [Vouchers included 455 hours]

This program will prepare you to sit for the Microsoft Office Specialist Certification 77-727 and 77-728 (Excel), 77-725 and 77-726 (Word). 77-729 (PowerPoint), 77-731 (Outlook), and 77-730 (Access). The registration fee for these exams are included with this program.

Course Fee: \$3,295

Many more to choose from online from the following areas:

**Computer Applications Computer Programming Construction & Trades Health & Fitness** 

Hospitality **Information Technology** Language Legal

Child Development Writing



#### BASSET Certification

Illinois Valley Community College and Starved Rock Lodge have partnered to provide the TIPS (Training for Intervention Procedures) training program that satisfies the BASSET training requirement for the state of Illinois. In 2015 Illinois enacted Public Act 99-0046 requiring alcohol servers (and those checking ID's for alcohol service) in Illinois on premise establishments to successfully complete a Beverage Alcohol Sellers/Servers Education and Training (BASSET) class every three years. La Salle, Bureau, Lee, Grundy and Kendall counties are mandated to be in compliance with this regulation by July 1, 2017. Classes listed below will be held at Starved Rock Lodge. Utica. If you are interested in scheduling a customized class for your employees, please contact the IVCC Continuing Education Center at 815-224-0427.

Wed Amy Strawn	9 a.m3:30 p.m. LaSalle Room, Starved Rock Lodge	Jan 25 CEU-1504-401	1 Session \$40
Wed Amy Strawn	9 a.m3:30 p.m. LaSalle Room, Starved Rock Lodge	Feb 22 CEU-1504-402	1 Session \$40
Tue Amy Strawn	9 a.m3:30 p.m. LaSalle Room, Starved Rock Lodge	Mar 7 CEU-1504-403	1 Session \$40
Tue Amy Strawn	9 a.m3:30 p.m. LaSalle Room, Starved Rock Lodge	Apr 11 CEU-1504-404	1 Session \$40
Mon Amy Strawn	9 a.m3:30 p.m. LaSalle Room, Starved Rock Lodge	May 8 CEU-1504-405	1 Session \$40



Wed Amy Strawn	9 a.m3:30 p.m. LaSalle Room, Starved Rock Lodge	May 31 CEU-1504-415	1 Session §40
Wed Amy Strawn	9 a.m3:30 p.m. LaSalle Room, Starved Rock Lodge	Jun 7 CEU-1504-406	1 Session §40
Sun Amy Strawn	9 a.m3:30 p.m. LaSalle Room, Starved Rock Lodge	Jun 25 CEU-1504-416	1 Session §40



**Non-Profit** 

### Event Planning All Day Seminar

Many organizations these days are being forced to do more with less and that can cause stress on not only your committee and/or volunteers, but it can also jeopardize the success of your event. Wouldn't it be great to gain some insight as to how your organization can work smarter and not harder when organizing a profitable event? Join us for a new series of classes that are designed to assist with the ins and outs of event planning. These classes are appropriate for non-profits, hospitals, agencies, businesses, as well as personal cause related events intended to assist an individual. In short, anyone who plans events. Sign up for both sessions listed below and you will receive a discounted price of \$149 for the entire day. Lunch will be provided! CEU: .6

Sat 9 a.m.-3:45 p.m. Mar 25 1 Session Vickie Fogel CTC-124, IVCC CEU-8418-03 5149

### Sponsorship 101

The key to a successful event begins with sponsorship. In this session, you will take a detailed look at the basic steps for preparing sponsorship sales materials. You will discuss how to identify potential sponsors, track sales progress and how to think on your feet during the sales process. You will also take a look at customizing benefits and proposals, designing a blended sponsorship and more. Sample forms and handouts will be provided. CEU: .3

 Sat
 9 a.m.-12 p.m.
 Mar 25
 1 Session

 Vickie Fogel
 CTC-124, IVCC
 CEU-8419-03
 589

#### The 3 R's of Volunteers Recruitment, Recognition & Retention

Why do people volunteer? It's an important fact to know. Learn the basics of developing an attractive and solid volunteer program. You will begin by learning where to find potential volunteers, create job descriptions and how to interview for key positions. Once you fill said positions you will then be shown how to create a volunteer organizational chart, provide hospitality and emergency response training, learn how to easily track hours donated and other key information. Sample form and handouts will be provided. CEU: .3 12:45-3:45 p.m. Sat Mar 25 1 Session CEU-8420-03 Vickie Fogel CTC-124, IVCC \$89

 Intermediate Grant-Seeking in the Foundation Directory Online

Need time and help to focus on finding reputable grants?
Frustrated by the amount of information that may not be relevant to your organization? The librarians at Jacobs Library are ready to help you delve into the features of the Foundation Directory Online to find focused grant opportunities for your projects. Whether you've used the Foundation Directory Online before or are new to this resource, please join us for this hands-on workshop. Intended for individuals working in the non-profit sector. This session is free, but you must pre-register by calling IVCC at 815-224-0447. 2-3:30 p.m. Jacobs Library, Apr 10 Session **Frances Whaley** CEX-8421-04 Free IVCC & Susan Markwell

#### PLEASE NOTE:

Additional seminars will be offered in the summer of 2017. For information please contact Jennifer Sowers at 815-224-0280.



Meet your instructor: Vickie Fogel is the founder and president of MasterPlan Events - Development & Training Company located in Rockford, IL. She comes to you with more than thirty years of event planning background in a wide variety of areas. She possesses knowledge and hands-on experience in sponsorships, volunteers, committees, media relationships, networking, identifying budget-relieving cuts and more. She is eager to share her knowledge with you!



Join us for a new series of classes that are designed to help you strengthen your abilities as a leader within your organization. Each session is a combination of lecture and open discussion, which will allow for great conversations and various in-sight to specific leadership styles. Participating in these sessions will help you to become the best leader you can be!

#### Effective Leadership

Leadership many times is defined as the ability to influence people to willingly follow the guidance or adhere to one's decisions in setting and achieving a series of objectives. Leaders must provide a vision, share the responsibilities and the glory with the followers. Additionally, we will cover situational leadership styles and the specific characteristics and skills required to become an effective leader by building trust and respect for everyone involved in the process. CEU: .4

Wed 8:30 a.m.-12 p.m. Feb 15 1 Session Herb O'Rourke CTC-125, IVCC

#### Fundamentals of Communication

Communications is one of the biggest problems in almost every organization. Behind most of the mistakes made there is generally a breakdown in the communication process. Communication is the most powerful tool a leader has to effectively manage and guide performance that creates desired results. Understanding the fundamental basics of the communication process (both verbal and non-verbal aspects), identifying one's own style as well as styles of others and developing skills in more effective listening will be covered in our attempts to become a more powerful and persuasive communicator. CEU: .4

Wed 8:30 a.m.-12 p.m. Mar 15 1 Session Herb O'Rourke C-325, IVCC CEU-7608-03 \$99

For customized training for your business, contact the Business Training Center at (815) 224-0547

#### Workplace Motivation

Motivation is probably the most misunderstood concept in business. A simple definition is getting people to do what you want them to do because they want to do it. To understand the wants, needs and desires people have, examine the motivation process and where people are in their development cycle along with their skill and desire levels. In other words what is the power that drives them and then how to give them the opportunities to achieve their needs and desires within the organization? It demands that we understand our people like never before. There is no magical tool that fits every person or situation and it requires that we become flexible in our management style to build an effective team. CEU: .4 Wed

8:30 a.m.-12 p.m. Apr 19 CTC-125, IVCC CEU-8033-04 1 Session

# Bridging the Generation Gaps

Most companies today are diverse and multigenerational with 4 distinct generations (Traditionalists, Baby Boomers, Generation Xers and Millennials) each with their own set of behavioral characteristics, values and expectations. This can create clashes in the workplace due to a lack of understanding of these generations. Todays' leaders need to raise their awareness of the characteristics and influencers of each generation, identify strategies for building more positive working relationships and create a positive environment where multi-generational teams collaborate and work effectively together to achieve the organizational goals and objectives in our expanding global marketplace. CEU: .4

Wed 8:30 a.m.-12 p.m. May 17 1 Session Herb O'Rourke CTC-124, IVCC CEU-8034-05

Meet your instructor: Herb O'Rourke is the owner of Business Growth Advisors, a management consulting and training company. He has a Bachelor's of Science and Master's Degrees in Business Administration from Wayne State University in Detroit, Michigan. He has also been affiliated with and provided training and consulting services for the Employers Association member companies since 1999, while also serving as the exclusive management instructor for the Tooling and Manufacturing Association. He believes that learning is a lifelong process and welcomes the opportunity to share with others what he has learned throughout his career about growing and developing people to the highest level of their capabilities.

# **ÚIVCC Ottawa Center**

# **IVCC Main Campus**



In this introductory class, you will gain basic skills which include Ribbon interface; entering and editing data. ranges; printing worksheets; creating formulas and functions; formatting cell contents; inserting and deleting columns, rows and cells; creating different types of charts and more. This class will benefit new users as well as professionals upgrading from 2013.

\*Textbook and 2GB flash drive required, CEU: 1.2

6-9 p.m. Feb 7-28 4 Sessions Rm 112. **Kathy Baker** CEU-4121-632 **Ottawa Center** 

# **Untermediate Excel 2016**

Topics include working with large worksheets and multi-sheet workbooks; building advanced functions; creating and formatting tables; inserting clip art, pictures and SmartArt; creating outlines and templates; digital signatures and more. \*Textbook and 2GB flash drive required. No class: Mar 27. CEU: 1.2

Mar 13-Apr 10 4 Sessions Mon 6-9 p.m. Kathy Baker Rm 112, CEU-4122-633 \$99

**Ottawa Center** 

## **IJAdvanced Excel 2016**

This is an advanced course that will challenge students. Learn to work with PivotTables and macros, financial functions, data analysis, auditing and additional functions, advanced formatting and analysis tools, collaboration and more. \*Textbook and 2GB flash drive required. CEU: 1.2

6-9 p.m. Apr 24-May 15 4 Sessions Kathy Baker \$99 Rm 112, CEU-4123-634

**Ottawa Center** 

#### PLEASE NOTE:

Ottawa Center is located at 321 W. Main Street • Ottawa, IL

### don't forget your textbooks!

#### QuickBooks Pro 2015

Begin the New Year by organizing your finances and take advantage of all the features QuickBooks Pro has to offer your business! You will begin with basic navigations such as paying bills to outside vendors, recording customer payments and analyzing financial data. Then move on to advanced functions which include job costing, tracking, creating estimates working with balance sheets, sales tax, payroll and accounts payable. This class is the complete package and no accounting experience is necessary in order to utilize this software! \*A 4GB flash drive is included with the cost of the class.

Textbook required. No class: Mar 29. CEU: 2.4 Wed 6-9 p.m. Feb 8-Apr 5 8 Sessions A-323, IVCC CEU-4711-302 Kathy Baker \$199

## Computer Basics - Welcome to Windows 7

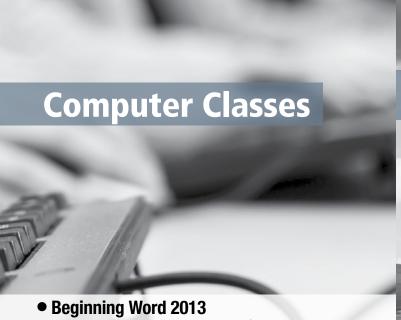
Learn basic skills for using Windows 7 in this hands-on workshop. Begin with turning the computer on and proceed at a comfortable pace. You will learn the features of My Computer, Recycle Bin, customize your desktop, run multiple programs and use shortcuts. Learn to install programs, check your hard disk drive, delete and restore files and change your mouse settings. Your instructor will use plain language and hands-on demonstrations, practice and individual help. \*Textbook and a 2GB flash drive required.

Thu 9 a.m.-12 p.m. Feb 9-Mar 2 4 Sessions Doreen Balzarini A-323, IVCC CEX-4408-02 \$99

#### How to Use Windows 10

Yes, IVCC has Windows 10! Laptops are no longer required in order to experience hands-on learning. Begin at a comfortable pace as you learn how to navigate the user interface, work with files, create user accounts and practice using the tools that make it the most efficient Windows upgrade yet! Features covered include program controls, menus, working with the Start menu (it's back!), using the task bar and much more, \*Textbook and 2BG flash drive required. No class: Mar 28.

6-9 p.m. Mar 7-Apr 4 4 Sessions Doreen Balzarini A-212, IVCC \$99 CEX-4411-303



This class covers key introductory Microsoft Word skills. Topics include the Ribbon interface, working with text, printing, using proof reading tools, creating bulleted and numbered lists, tables, forms and more. This class will benefit new users as well as professionals upgrading from Word 2010. \*Textbook and 2GB flash drive required. CEU: 1.2 Apr 11-May 2 CEU-4025-304 Tue 6-9 p.m. Doreen Balzarini A-323, IVCC 4 Sessions \$gg

#### Introduction to Internet and Email

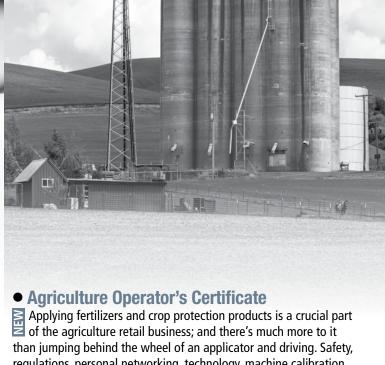
Now that you've mastered computer basics, move on to the skills that will help you feel comfortable with navigating through the Internet and Email, Learn basic and advanced web searches, job search, online shopping and online banking. This class will also include internet security, scam avoidance and identity theft warnings. Students will also be introduced to Yahoo webmail, instant messaging and photo sharing websites. \*Handouts will be provided. A 2GB flash drive required.

9 a.m.-12 p.m. Apr 13-May 4 4 Sessions Thu Doreen Balzarini A-323, IVCC CEX-4607-04 \$99

#### One-on-One Sessions

These customized, two-hour classes provide individual tutoring with an instructor skilled in all aspects of basic computers, internet and email, as well as all aspects of Microsoft Office. The training will be tailor-made to fit your own specific needs and questions. You may register and attend this class at any time throughout the school term. Upon completion of the registration and payment process, the instructor will be notified to contact you (usually via email) to determine an agreeable appointment date and time. Therefore, it is extremely important to make sure you have entered current phone and email contact information. All classes meet at IVCC's campus. You must give at least 24 hours' notice to change or cancel your appointment. Course Number: CEX-1218-02 \$139

Please contact Jennifer Sowers at 815-224-0280 before registering for a customized session in order to guarantee they meet your expectations and needs.



regulations, personal networking, technology, machine calibration, and maintenance all are parts of the business an Agriculture Operator needs to know. This course will help prepare the student for work in the Ag industry. It will also go into details that the student will need to know about the job, as well as what a potential employer would want the student to know. General Standards training manual and workbook will be provided. Upon completion of the course students will be responsible for registering and paying to take their General Standards exam offered through the University of Illinois Extension. Tue

6-9 p.m. Feb 7-Mar 7 7 Sessions C-316, IVCC **Kevin Nelson** CEU-1702-302 \$399



**Agriculture** 



Meet your instructor: Kevin Nelson has worked for Northern Partners Coop and one of its legacy companies for 20 years. His current position is Director of Communications. He is a Certified Crop Advisor, with the 4R Nutrient Management Specialty (4R NMS) endorsement. He has held an Illinois Custom Pesticide Applicator license for 28 years. His experience includes soil testing, fertilizers, crop protection chemicals, crop scouting and consulting, and agricultural retail sales.



#### Forklift Train-the-Trainer

This program will cover the classroom requirements of the new Powered Industrial Truck Standard. OSHA defines a powered industrial truck as a "mobile, power propelled truck used to carry, push lift, stack, or tier material." Manual operated pallet movers, earth moving and agricultural equipment are not covered by this regulation. In addition, this class will review the Powered Industrial Truck Training Standard, operator trainer requirements, discuss frequently asked questions, daily checklist and a sample test performance. Driving performance is not included. CEU: .3

1 Session Tue 9 a.m.-12 p.m. Feb 7 C-325, IVCC Jeff Clark CEU-7214-02 \$149

May 22 CEU-7214-05 9 a.m.-12 p.m. Mon 1 Session Jeff Clark C-325, IVCC \$149

#### Electrical Safe Work Practices

This course is directed to qualified and unqualified persons, working on or near electrical energized equipment and who risk the possibility of electrical shock. This training will include the topics of; understanding the OSHA Subpart S electrical standard and NFPA's 70E Arc Flash requirements including required personal protective equipment, developing energy control procedures (Lock Out 29 CFR 1910.147) and the required annual inspections. The course is recommended for any persons working with or responsible for persons working with electrical over 50 volts such as facility maintenance and plant managers. CEU: .4

9 a.m.-12 p.m. C-325, IVCC 1 Session Jeff Clark CEU-7237-02 \$149

## 10 Hour General Industry

Participants will learn the major provisions of the Occupational Safety and Health Act. New and updated information on the regulations will be discussed. Primary topics include: the inspection and citation process, working and walking surfaces, emergency plans and exit routes, the new Global Harmonization System (GHS), electrical safety, machine guarding and record keeping. OSHA's 10 Hour General Industry card will be earned upon completion of this class.

Breakfast and lunch are included. CEU: 1.0

Mar 2 Thu: 8 a.m.-3:30 p.m.

Fri: 8 a.m.-12 p.m. 2 Sessions Mar 3 Jeff Clark C-316, IVCC CEU-7203-03 \$299

#### Responding to Chemical Release

This course is for individuals who respond to the release or potential release of hazardous substances in a defensive mode with the intent of protecting nearby persons, property or the environment. This class will prepare site individuals to clean up minor spill using the latest technology in clean up materials and if needed to work with outside response personnel. Attendees will also learn how to develop a site specific response program. This course meets the 29 CFR 1910.120 (g)(6)(ii) operations level requirements. Breakfast and lunch are included. CEU: .8

Wed 8 a.m.-4 p.m. 1 Session CEU-7252-04 Jeff Clark CTC-124, IVCC \$289

#### Warehouse Worker Safety

This program will cover the classroom requirements for forklift operations including inspection and operations including inspection and material handling. Also included is training for employees receiving or shipping hazardous materials DOT 49 CFR hazardous material table, packaging of materials, shipping papers and other documentation. This class will end with demonstrations on the cleanup of minor chemical spills of battery acid, oils and fuels used in powered industrial trucks. Lunch is included. CEU: .5

Thu 9 a.m.-2 p.m. 1 Session C-316, IVCC CEU-7213-04 Jeff Clark

# Dept. of Transportation Hazardous Materials

The Department of Transportation requires training for employees receiving or shipping hazardous materials. This training includes new changes to the 49 CFR hazardous materials table, packaging of materials, shipping papers and other documentation and recognizing potential hazardous conditions when receiving packages. Participants are encouraged to bring a list of products they ship or receive and samples of shipping papers. Review of the Emergency Response Guidebook will also be included. CEU: .4

Mon 12:30-4:30 p.m. May 22 1 Session Jeff Clark CEÚ-7304-05 C-325, IVCC \$149



# **CPT Fast Track**

Do you have the right skills for a high-paying job in the Manufacturing Industry? The time is NOW! Improve your skills and become more competitive in the job market!

The Manufacturing Skill Standards Council (MSSC) developed the Certified Production Technician (CPT) as the industry standard for production workers. CPT is the national certification supported by the National Association of Manufacturers. Sixteen area employers are endorsing this program as a preferred credential for hire.

This program is strictly online. Please enroll in the modules in the order they are shown\*. Success in this program is based off of not only the coursework itself, but prior knowledge and manufacturing experience.

Each module is approximately 15-18 hours of instruction. They consist of:

# Manufacturing and Safety

- OSHA Standards
- Production teams
- Training and leadership

Cost includes the one-time registration fee required by MSSC. Course Number: CEU-5317-02

# Quality and Measurement

- Blueprint reading
- Quality measurement processes

• Problem solving Course Number: CEU-5318-02

\$199

# Manufacturing Processes

- Mechanical principles and linkages
- Machine processes, tooling and operations
- Production planning, workflow and control Course Number: CEU-5319-02

#### Maintenance Awareness

- Machine fundamentals and maintenance
- Basic electrical circuits and measurements
- Machine automation and control concepts Course Number: CEU-5320-02

<sup>\$</sup>199

\$199

Once a module is complete, students are required to pass a final examination and upon completion of all four modules, the Certified Production Technician Credential will be awarded.

It is the student's responsibility to schedule examinations. Call the Assessment Center at least 1 week prior to the desired testing date at 815-224-0542.

# Classes Begin February 6th and are open for enrollment throughout the semester.

Select your start date and work at your own pace!

\*Students must provide a valid email address at the time of registration. All communication by IVCC and MSSC will be done via email. See page 36 for registration details.

> Call 815-224-0280 for additional questions or assistance with registration.

For more information about Manufacturing Skills Standards Council (MSSC) and the Certified Production Technician (CPT) Credential go to msscusa.org.

# **Endorsed by these local employers:**

Allegion/ LCN **James Hardie** American Nickeloid Co. **Maze Nails** The Black Bros. Co. MBL (USA) Corp.

**Carus Corporation** Plymouth Tube Co. USA **SABIC Innovative Plastics Eakas Corporation** 

**Hart Electric** Transco Products

HCC, Inc. Vactor Manufacturing, Inc.

**Inman Electric Motors** Zip-Pak



Sara Smith Rm 103. CEU-1503-631 **Ottawa Center** Mon/Thu Feb 27-Mar 9 5-7:30 p.m. Sara Smith Rm 103. CEU-1503-632 **Ottawa Center** Mon/Thu 5-7:30 p.m. Mar 27-Apr 6 Sara Smith Rm 105. CEU-1503-633

[321 W. Main Street, Ottawa]

5-7:30 p.m.

Mon/Thu

Ottawa Center

Mon/Thu 5-7:30 p.m.

Sara Smith Rm 105, Ottawa Center Apr 24-May 4 CEU-1503-634

Jan 23-Feb 2

Take it in Ottawa - IVCC Ottawa Center

4 Sessions

4 Sessions

4 Sessions

4 Sessions

\$119

\$119

\$119

\$119

Take it at the IVCC Main Campus Oglesby [815 N. Orlando Smith Road, Oglesby]

Mon/Wed/Fri		Feb 13-17	3 Sessions
Feb 13, 15	9 a.m1 p.m.		
Feb 17	9 a.m12 p.m.		
Ida Boyle-Bruch	CTC-123, IVCC	CEU-1503-02	<sup>\$</sup> 119
Tue	8 a.m5 p.m.	Feb 21	1 Session
Ida Boyle-Bruch	CTC-123, IVCC	CEU-1503-12	\$119
Mon/Wed/Fri		Mar 13-17	3 Sessions
Mar 13, 15	9 a.m1 p.m.		
Mar 17	9 a.m12 p.m.		
Ida Boyle-Bruch	CTC-123, IVCC	CEU-1503-03	\$119
_			46 .
Tue	8 a.m5 p.m.	Mar 21	1 Session
Ida Boyle-Bruch	CTC-123, IVCC	CEU-1503-13	§119
Tue	Oam Enm	Any 2E	1 Session
Ida Boyle-Bruch	8 a.m5 p.m. CTC-123. IVCC	Apr 25 CEU-1503-04	\$119
iua boyie-brucii	C1C-123, IVCC	CEU-1303-04	113

# Summer Class Registration



For the following classes

For the following classes			
Wed/Thu		May 31-Jun 1	2 Sessions
May 31	8 a.m3:30 p.m.		
Jun 1	9 a.m12 p.m.		
Ida Boyle-Bruch	CTC-123, IVCC	CEU-1503-05	<sup>\$</sup> 119
Mon/Thu	5-7:30 p.m.	Jun 5-15	4 Sessions
Sara Smith	TBA,	CEU-1503-636	<sup>\$</sup> 119
	Ottawa Center		
Mon/Thu	5-7:30 p.m.	Jul 17-27	4 Sessions
Sara Smith	TBA,	CEU-1503-637	§119
	Ottawa Center		

# Food Service Sanitation [8 Hr. Class]

Applied Food Service Sanitation is designed to assist the manager or potential manager applying sanitation principles in the operation of a food service establishment. Students will learn to identify the causes of food-borne illness, identify and apply correct procedures for cleaning and sanitizing, recognize problems and potential solutions associated with facility, equipment and layout. The Illinois code related to food service establishments will be discussed. During the last session students will take the ServSafe Protection Food Manager Certification exam.

This class is required in Illinois for food service manager certification and is approved by the Illinois Department of Public Health (IDPH). Upon successful completion of the exam, students will submit their Food Service Sanitation Manager Certification online application, certificate of class completion and \$35 license fee payable to the IDPH. Food Service Sanitation Manager licenses are valid for five years.

#### **DON'T FORGET YOUR TEXTBOOKS!**

A textbook is required for this class: ServSafe Manager, 6th Edition. The textbook is available at the IVCC Bookstore located at the main campus in Oglesby or can be purchased in advance online at ivccbookstore.com. It is recommended that students purchase the book in advance and begin review prior to the start of class due to the fast paced nature of the class.



Includes: motor coach transportation, admission to Peoria Riverfront Museum and the Titanic Exhibit, with exhibit audio tour, Peoria history with Barry Cloyd, dinner at Obed & Isaac's and main floor tickets to Mamma Mia at the Peoria Civic Center, all tips, gratuities and snacks.

Includes: motor coach transportation, professionally guided tour, stops at Stella's Bakery, Great Dane Brew Pub, Buck & Badger, Fromagination, & the National Mustard Museum, all tips, gratuities and snacks.

We will start our afternoon at the Peoria Riverfront Museum to visit the "Titanic: The Artifact Exhibition". You will be drawn back in time to 1912 upon entrance, as you will receive a replica boarding pass of an actual passenger aboard RMS Titanic. With boarding pass in hand, begin a chronological journey of the Titanic, moving through the ship's construction, to life on board, to the ill-fated sinking and amazing artifact rescue efforts, experiencing countless stories of heroism and humanity. The exhibition showcases artifacts recovered from the sunken ship that are unique to the Peoria Riverfront Museum's show. These pieces, conserved from the ship's debris field, offer visitors a poignant look at the iconic ocean liner and its passengers. The exhibition also includes extensive re-creations of the ship's interior and an interactive iceberg. You will have some free time after the exhibit to visit the rest of the museum and its exhibits including the planetarium. Next we will join Barry Cloyd on a historic driving tour of Peoria. Learn about the whiskey barons of Peoria, see their mansions, and learn about the history of this river city settled in 1680. We will stop for dinner at Obed & Isaac's Microbrewery & Gastropub, new to the Peoria dining scene, housed in the historic Cornerstone Building. The building was built in 1889 and used as the Second Presbyterian Church and Donmeyer Temple. You will enjoy the beautiful architecture of this 127 year old landmark building as we dine together in the library room of this magnificent building. Last but certainly not least, we will take our seats on the main floor at the Peoria Civic Center for the farewell tour of Mamma Mia! This sunshine-filled show redefined the concept of the jukebox musical for the new century. This blockbuster musical contains all of ABBA's most famous hits, including 'Super Trouper', 'Lay All Your Love On Me', 'Dancing Queen', 'Waterloo', plus less well-known but equally touching songs such as 'Slipping Through My Fingers' and 'Our Last Summer'. The storytelling magic of ABBA's timeless songs propels this enchanting tale of love, laughter and friendship. Sing along, dance in the aisle! You will surely have the time of your life!

Thursday, March 9 Date: Time: 1 p.m.-11 p.m. Where: IVCC Parking Lot, #4 Course: HLR-8327-403

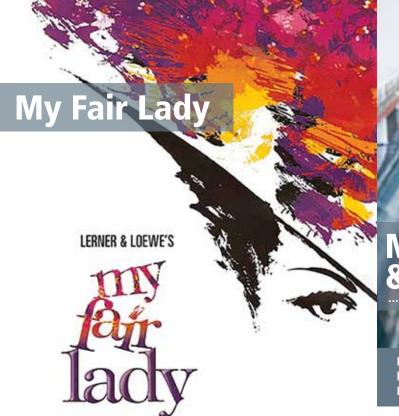
\$149 Fee:

Date: Tuesday, April 18 Time: 7 a.m.-7 p.m. Where: IVCC Parking Lot, #4 Course: HLR-8317-404

\$139

Experience Madison, Wisconsin one tasty bite at a time while also enjoying sight-seeing in some of the city's landmark locations. Our first stop is at Stella's Bakery, home of their famous Hot & Spicy Cheese Bread as well as many other breads and pastries. Participate in a tour of the bakery and of course a tasting! Next we will head to downtown Madison to the Great Dane Brew Pub where we will meet our tour guide! Sample locally sourced items that make the Great Dane one of Madison's most beloved restaurants and pubs. We will continue our day with a taste and feel of the north woods at Buck & Badger, known for their scratch made comfort food and rustic lodge décor. You can't make a visit to Wisconsin without including one of their signature delicacies.... cheese! Enjoy a visit to Fromagination, showcasing the growing artisan food movement sweeping the nation. Enjoy a full cheese experience: see, smell and taste the cheese and learn how and where it is made. We will take an intermission from culinary delights while we tour Frank Lloyd Wright's Monona Terrace. Wright originally proposed a design for this "dream civic center" in 1938. His architectural vision for the City of Madison is a curvilinear gathering place that links the shore of Lake Monona to the State Capitol. With interiors redesigned by Taliesin architect Tony Puttnam, Monona Terrace spans ninety feet out over shimmering waters, incorporating thoroughly modern technology and amenities with the architect's signature organic design. Visit der Rathskellar, a favorite gathering place for students, staff and community members. Enjoy locally made brats and ice cream that is made right on the University of Wisconsin campus in the creamery. We will end our day with a stop at the National Mustard Museum... a mustard museum? Yes, that's right! The museum is actually one of Wisconsin's most popular attractions! It has been featured on the Oprah Winfrey Show, Jeopardy and To Tell the Truth! Relax and enjoy the day with some easy walking in between - just enough to make room for more delicious eats! (Please note: there will be a moderate amount of walking on this tour)



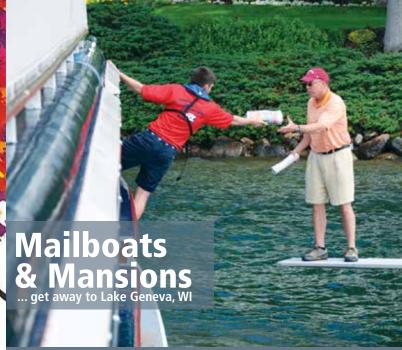


Includes: motor coach transportation, guided historic tour of Macy's, free time for shopping, lunch in the Walnut Room, lower balcony tickets to My Fair Lady at the Chicago Lyric Opera, all tips, gratuities and snacks.

Recognized as a National Historic Landmark and listed on the National Register of Historic Places, Marshall Fields, now known as Macy's State Street is a Macy's flagship destination and a true American original. Join generations of Chicagoans as you shop, tour and dine your way through this historic building filled with the best in fashion, cuisine and more. Learn about the Great Clocks, the Great Granite Pillars and view the magnificent vaulted Tiffany ceiling (the largest in the world). Learn about and enjoy a delightful lunch in the Walnut Room, originally opened in 1907 as the South Tea Room, but was later renamed by ladies of Chicago as the Walnut Room due to its beautiful Circassian Walnut paneling. Of course no trip to Macy's would be complete without some free time for shopping! This afternoon we will take our seats at the Chicago Lyric Opera. The opera house hosts one Broadway performance a year, and this year it features My Fair Lady. The original Broadway review swept the Tony's and won 8 Oscars when it premiered as a film. The charming story of Eliza Doolittle, the little flower girl, is sure to capture your heart. An all-star cast and chorus will charm you with favorite tunes such as "I Could Have Danced All Night", "Wouldn't it Be Loverly", and "Get Me to the Church on Time" among others. This classic is packed with love and laughter wrapped into a story that has held the test of time.

Date: Wednesday, May 10 Time: 8 a.m.-7:30 p.m. Where: IVCC Parking Lot, #4 Course: HLR-8329-405

Fee: \$149



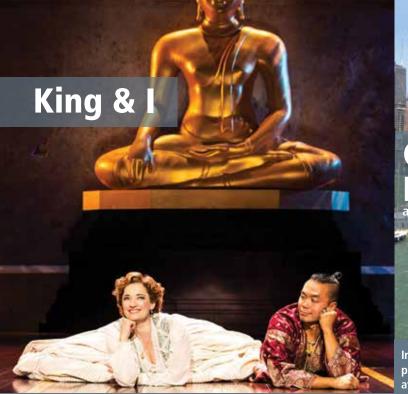
Includes: motor coach transportation, mail boat cruise on Geneva Lake, lunch at the Baker House, free time in Lake Geneva, docent tour of Black Point Mansion, all tips, gratuities and snacks.

Find out why Lake Geneva, Wisconsin is known as the "Newport of the West". Take a ride on the most exciting way to see Geneva Lake - on the US Mailboat! An actual mail delivery service to lakeshore homes, The Mailboat gives you a front row view of the most remarkable scenery in the Midwest. You will be on the edge of your seat – the boat never stops and the agile and speedy mail boy must jump from the boat to the dock and back in order to make the appointed rounds! Following our boat ride we will enjoy an elegant three course lunch at a well-known Lake Geneva restaurant and hotel, the Baker House. Built in 1885 as a summer residence, this 17,000 square foot, 30 room, Queen Anne Mansion, was first named Redwood Cottage with the exterior shingles being made entirely from the Great Californian Redwoods. We will also receive a brief history and tour of the home. After lunch, you will have a little free time to explore the historic downtown boutiques before heading to Black Point Estate for a guided tour of the 20 room Queen Anne style Victorian home that has been owned and enjoyed by the Seipp Family for the last 120 years. Black Point was built in 1888 as a family summer home for Conrad Seipp, a German immigrant who became one of Chicago's most innovative beer barons. The home remains one of the finest examples of Queen Ann architecture and is considered to have one of the most intact collections of Victorian furnishings in the Midwest. The property covers nearly eight acres and is located along the Lake Geneva shoreline. Enjoy a day away in Lake Geneva, Wisconsin. (Please note there will be a moderate amount of walking and standing on this tour)

\*Registration for this trip opens April 6

Date: Thursday, June 15
Time: 7 a.m.-8 p.m.
Where: IVCC Parking Lot #4
Course: HLR-8287-406

Fee: \$129



Includes: motor coach transportation, guided tour and free time in Chicago's Chinatown, lunch at Roy's Hawaiian Fusion restaurant, lower balcony tickets to The King and I at the Oriental Theatre, all tips, gratuities and snacks.

Chicago's Chinatown is considered one of the largest, fastest growing and most vibrant ethnic communities in North America. We will tour cultural landmarks and popular sites such as the Nine Dragon Wall and Chinatown Gate. Take a glimpse into the customs traditions and rich cultures of one of the oldest civilizations in the world. You will also have a little bit of free time to visit the shops on your own before we depart for lunch at Roy's of Chicago (this is a return visit based on popular request). In Hawaii, there are two things of equal importance - food and the "aloha" spirit. The blending of these two dynamic principles is how Roy's Hawaiian Fusion® Cuisine was born. European techniques and Asian cuisine meet Hawaiian hospitality to create a fine dining experience unlike any other, where the "aloha" style of service comes straight from the heart. Following lunch we will take our seats at the Oriental Theatre for one of Rodgers & Hammerstein's finest works, The King and I, featuring beloved classics such as "Getting to Know You", "Shall We Dance" and "Something Wonderful. Set in the 1860's Bangkok, the musical tells the story of the unconventional and tempestuous relationship that develops between the King of Siam and Anna Leonowens, a British schoolteacher whom the King brings to Siam. Featuring an all-star cast, award winning costumes and stage sets, you won't want to miss The King and I during its limited return to Broadway in Chicago this summer. \*Registration for this trip opens April 6

Date: 8 a.m.-7:30 p.m. Time: Where: IVCC Parking Lot, #4

\$149 Fee:

Wednesday, June 28 Date: Wednesday, August 9 Time: 8 a.m.-6 p.m. Course: HLR-8328-406 Course: HLR-8202-408



Includes: motor coach transportation, architectural river cruise, professional guided tour of Chicago's architectural landmarks, lunch at Howells & Hood, all tips, gratuities and snacks.

Come along as we explore one of the world's greatest outdoor museums of architecture, Chicago, birthplace of the skyscraper. Discover the historic beginnings of the Chicago School of Architecture and early skyscrapers built between 1870 and 1935. Visit early classical gems, such as Frank Lloyd Wright's The Rookery building, the Marquette Building and the Chicago Cultural Center. The Cultural Center is the original home of the Chicago Public Library, featuring a Beaux Arts style influenced by the 1893 World's Columbian Exposition. The building's interior rooms were modeled on the Doge's Palace in Venice and the Acropolis in Athens and features two stained glass domes, rare marbles inlaid with sparkling mosaics and intricate coffered ceilings. We will continue on to modern skyscrapers as we explore the international, modern and post-modern movements from the powerful minimalist works of Mies van der Rohe to Helmut Jahn's more modernist bold unique, glass enclosed Thompson Center. We will look outside AND inside, talking about the men and women who have put their imprint on Chicago. We will also experience the city from the water when we embark on a narrated architectural cruise with the Chicago Architecture Foundation on the Chicago River. You will see over 50 landmark buildings as you wind your way through the canyons of concrete and steel out to Lake Michigan. Enjoy lunch at Howells & Hood, located at the base of Chicago's legendary Tribune Tower. The restaurant pays homage to John Howells and Raymond Hood, architects of the Neo-Gothic landmark building. Spend the day discovering the exciting diversity of art in architecture that has put the Chicago skyline on the map as one of the world's greatest cities. \*Registration for this trip opens April 6

Where: IVCC Parking Lot, #4

\$139





1 Session

\$39

### Rustic Floral Window Painting

Art Room

5:30-8:30 p.m.

B-101, IVCC

payable to the instructor the night of class.

Complete a spring floral painting in a one night painting class. Use acrylic paint to complete the painting on a glass window. Complete a spring floral painting in a one night painting class. This class will include step by step instruction to help facilitate an introduction to painting and an opportunity to learn new and varied techniques. Brighten up your home for spring! A \$15 material fee is payable to the instructor the night of class.

HLR-1113-301

5:30-8:30 p.m. Feb 28 1 Session Tue B-101, IVCC HLR-1114-302 Addy Sorce Art Room

# Acrylic Painting for Beginners

Learn to become comfortable with acrylic paint and brush techniques while also acquiring the skills it takes to paint both from life and photos. We will start by learning the basics of paint application, sight measuring and gridding techniques. Concepts of color theory, photo realism and human proportions will be applied. At the end of class you will complete a final project working from a photo of your choice. This is a great class for beginners, anyone looking to brush up on painting techniques or wanting to take their skills further. A supply list will be mailed to students prior to the start of class. No class: Apr 25.

Tue Mar 21-May 9 7 Sessions 6-9 p.m. Addy Sorce B-101, IVCC HLR-1108-303

Art Room

# **U** Beginning Quilting

Learn the basics in creating your own original lap top to twin size guilt on a regular sewing machine. This class works for memory fabrics from loved ones, repurposed fabrics, as well as purchased fabrics. Learn about fabric selection, how machine piecing differs from regular sewing, how to baste a quilt and more. Have fun while learning a new skill! Students from previous semesters can continue projects already in progress or start a new project! No experience is required. Students will bring their sewing machine and basic sewing kit to class. A walking foot is helpful, but not required. Easy access to the classroom. Class meets: Mar 4, 18, Apr 8.

Sat 9 a.m.-1 p.m. Mar 4-Apr 8 3 Sessions Vickie Alsene Rm 103. HLR-2204-603 \$46 Ottawa Center

### Gourd Art Workshop ~ Bird Feeders

You don't have to be an artist; just have a little imagination and get ready to have some fun. Learn about several different kinds of gourds as you create a work of art you can be proud of. You will learn to prepare gourds inside and out for carving, painting, cutting and sculpturing using the proper tools. Your finished project will be a bird feeder made from a kettle gourd. Tools used in class will be provided by your instructor. Please wear old clothes and bring a sack lunch that does not require refrigeration. There is a \$25 material fee payable to your instructor the day of class. Registration deadline: Mar 3.

9 a.m.-2 p.m. 1 Session Sat Mar 11 **Bill Ferguson** BJE-117, IVCC HLR-2310-303 \$55 **East Campus** 

Tue

Addy Sorce



# **Ú** Fairy Gardens for Beginners

Intrigued by fairies? Now is your chance to build a fairy garden!

Join the fairy garden experts at Garden's Gate and create you very own fairy garden bowl. Please bring gloves and any items you wish to add to your garden. There is a \$15 material fee payable to the instructor the day of class that will include: soil, bowl planter and 2 fairy plants. Additional plants and fairy garden decor will be available for purchase.

Sun 9:30-11 a.m. Apr 23 1 Session Stephanie Stacy Garden's Gate, HLR-5241-404 519



For the following classes..

# **Ü** Hypertufa Fairy Abodes

Create a fairy abode for your fairy garden! Every fairy garden needs a house. Join us to create a hypertufa fairy house. Please wear work clothing and bring protective eye wear/gloves. Students will need to return 2-3 days after class to pick up their fairy house after they are dried. There is a \$40 material fee payable to the instructor the day of class that includes all materials needed to make your fairy house!

Sun 10 a.m.-1 p.m. Jun 4 1 Session Stephanie Stacy Garden's Gate, HLR-5242-406 525

Ottawa

#### PLEASE NOTE:

Garden's Gate is located at 611 E. Dayton Road • Ottawa



### Beginning Metal Art

Create your very own metal art. From garden signs or flowers to distinctive family nameplates, you can use your imagination to dazzle your friends with one of a kind metal crafted art. Create your own design or customize one of our pre-designed plans. The computer generated design will be used to operate a Plasma-Cam metal fabricating machine to cut out your project. Put on the finishing touches by metal forming or grinding to complete your project. Students will need to dress in long pants, no loose clothing and sturdy shoes. There is a \$20 material fee payable to the instructor the day of class, depending on your final design. Class will start in the computer lab in the CTC building on main campus and will conclude at Building J on east campus.

Sat 9 a.m.-1 p.m. Feb 25 1 Session Dorene Data CTC-119, IVCC HLR-2775-02 549

Sat 9 a.m.-1 p.m. Mar 18 1 Session Dorene Data CTC-119, IVCC HLR-2775-03 549

#### Advanced Metal Arts

Pre-requisite: Beginning Metal Art
This class is designed for the person w

This class is designed for the person who has attended the basic metal arts class and wants to explore and express his or her inner creativity at the next level. We can help you ignite your inner creative spark and create projects that will last a lifetime. You will go home tired, dirty and excited about the project you are creating from scratch. Please bring a sack lunch that does not require refrigeration. Students will need to dress in long pants, no loose clothing and sturdy shoes. There is a \$25 material fee payable to the instructor the day of class, depending on your final design.

Sat

9 a.m.-3 p.m.

Apr 8

1 Session

Dorene Data CTC-119, IVCC HLR-2778-04 \$65



# Jewelry Pagis laughy

#### Basic Jewelry

Do you love jewelry? Learn how to make beautiful custom made pieces for all occasions. In this class you will learn the basics of bead stringing, crimping, attaching clasps and earring hooks and finishing your designs using the correct tools. Save money by making your own gifts. Learn where to buy supplies and build on your knowledge of materials used to make beautiful but simple jewelry pieces that you will want to wear every day. *Please bring a pair of chain nose pliers*. There is a \$20 material fee payable to the instructor on the night of class.

Mon 5-9 p.m. Feb 27 1 Session Kari Matuszewski B-101, IVCC HLR-2705-302 535

#### Multi-Strand Tassel Necklace

A tassel necklace adds an opulent note to any outfit and makes a perfect gift. Kari Matuszewski will show you how to make perfect tassels and attach them to a necklace or to the corners of home décor items such as napkins or pillows. The result is a bright pop of luxury and color that will have you looking for items to tassel up. Please bring a pair of chain nose pliers. There is a \$20 material fee payable to the instructor on the night of class.

Mon 5-9 p.m. Mar 20 1 Session Kari Matuszewski B-101, IVCC HLR-2776-303 535 Art Room

#### Re-Purposed Jewelry Workshop

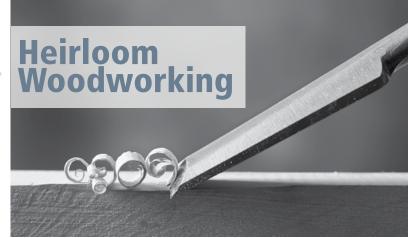
Have a bunch of broken bits and pieces of costume jewelry that you love but cannot bear to part with? Have coins, small trinkets, or beads and buttons that you want to make into something, but do not know where to start? Then this is the class for you! Students will learn how to turn their old jewelry box "destash" into a new, unique piece of jewelry. Class includes instruction and use of tools. Chains, jump rings, clasps and more will be provided. *Please bring your broken jewelry pieces, jewelry odds/ends, coins, beads, buttons or other items you would like to use in your finished piece and a pair of chain nose pliers.* A \$15 material fee is payable to the instructor on the night of class. "Destash" is the fine art of cleaning out the jewelry odds and ends, supplies and broken pieces that have accumulated over the years.

Mon 5-9 p.m. Apr 24 1 Session Kari Matuszewski B-101, IVCC HLR-2749-304 535

#### Detachable Pendant Necklace

Beginning jewelry crafters can practice beading techniques by making a beautiful pendant necklace! Learn how to create interchangeable dangling pendants to change the look of a basic chain. Using one chain you will learn the techniques to accessorize for many occasions. Each student will leave the class with a necklace and a decorative pendant accent. *Please bring a pair of chain nose pliers*. There is a \$25 material fee payable to the instructor on the night of class.

Mon 5-9 p.m. May 15 1 Session Kari Matuszewski B-101, IVCC HLR-2777-305 535 Art Room 535



# **Ú** Heirloom Woodworking: Coopering

Å cooper is best known as a barrel maker, but the local 19th century cooper made household items like buckets, tubs, butter churns and other containers made of staves and hoops. This class will teach you the same hand woodworking skills as the coopers of the old world and revolutionary America. The students will learn and do all the steps of making a cedar bucket and go home with a completed bucket. No prior woodworking is necessary but it will be helpful. Please bring a sack lunch that does not require refrigeration for classes meeting on Saturdays. Wear clothing appropriate for woodworking. There is a \$10 material fee payable to the instructor at class. Studio address will be sent to students in advance of class. Registration deadline: Jan 19

Thu/Sat Jan 26-Feb 4 4 Sessions
Thu 6-9 p.m.

Sat 8:30 a.m.-1 p.m.

Arnold Bandstra Ottawa, IL HLR-2306-401 \$179

# **Ú** Heirloom Woodworking: Shaving Horse

The shaving horse is a basic "workbench" for shaping wood with a draw knife or spoke shave. There are various styles and variations that are seen in illustrations of the 15th and 16th century. Students in this class will make the German/Swiss dumbhead style (German schnitzelbank). This design is adjustable to fit the individual woodworker. Shaving horses were used by various tradesmen including coopers, bodgers (chair makers) and bowyers (hunting bow makers). It is still a useful tool for the modern woodworker to work on pieces that otherwise are awkward to position in a vice. Woodworkers who have taken or will take a coopering or Windsor chair class will want to make their own shaving horse. There is a \$20 material fee payable to the instructor at class. Studio address will be sent to students in advance of class. Registration deadline: Feb 15. Tue 8:30 a.m.-4:30 p.m. Feb 21 & 28 2 Sessions Arnold Bandstra Ottawa, IL HLR-2307-402

Meet your instructor: Arnie Bandstra has 60 years of woodworking experience starting when his father let him use the band saw. This has always been a hobby as his career has been in civil engineering. He has been coopering for approximately 12 years and may be seen demonstrating at local historic festivals. He is a member of the Fox Valley Woodworking Club and the Society of American Period Furniture Makers.



#### Wedding Reception Survival

Tired of making small talk at the table while everyone else is having fun on the dance floor? Learn to survive most social occasions by mastering the reception basics: Electric Slide, Cha Cha Slide, Swing and Waltz as well as some great slow dance moves. \*Please sign up with a dance partner and both persons must register.

Tue 7-8:15 p.m. Feb 7-Mar 14 6 Sessions Jane & Small Gym, HLR-5108-402 556

Rodney Schomas Oglesby Lincoln School

### Two Step

By popular request, Jane and Rodney are now offering a Two Step dance class. This class is a beginner's level introduction to footwork and turns in this pattern. This dance travels counterclockwise around the dance floor and is usually danced to country music, but you will learn it is not just for country music! \*Please sign up with a dance partner and both persons must register.

Tue 8:15-9:30 p.m. Feb 7-Mar 14 6 Sessions Jane & Small Gym, HLR-5124-402 56

Rodney Schomas Oglesby Lincoln School

# Latin Rhythms

If you are planning a trip to escape the winter weather, a cruise or just want to have fun... this new class offering will help you accomplish your goals. Latin Rhythms will focus on Merengue, Salsa and Bachata. These basics will get you moving south of the border.

\*Please sign up with a dance partner and both persons must register.
Thu 7-8:15 p.m. Feb 9-Mar 16 6 Sessions
Jane & Small Gym, HLR-5122-402 56
Rodney Schomas Oglesby Lincoln School

#### Beginners 2 Swing

Pre-requisite: Students must have completed a Beginning Swing Dance class in the past year.

This class will take you up a notch from the introductory Beginning Swing level. Beginners 2 Swing is designed for those that are not quite ready for the advanced class. \*Please sign up with a dance partner and both persons must register.

Thu 8:15-9:30 p.m. Feb 9-Mar 16 6 Sessions Jane & Small Gym, HLR-5123-402 \$56

Rodney Schomas Oglesby Lincoln School

# Beginning Swing Dance

Big band, rock, oldies or country? No matter what kind of music you like you can dance swing to it. Learn the moves to take you a step ahead. You will learn basic patterns, turns and some fancy footwork too. Look like Fred & Ginger on the dance floor, not Fred & Ethel!

\*Please sign up with a dance partner and both persons must register.

No class: Apr 4, 11

Tue 7-8:15 p.m. Mar 21-May 16 7 Sessions Jane & Small Gym, HLR-5102-403 565

Rodney Schomas Oglesby Lincoln School

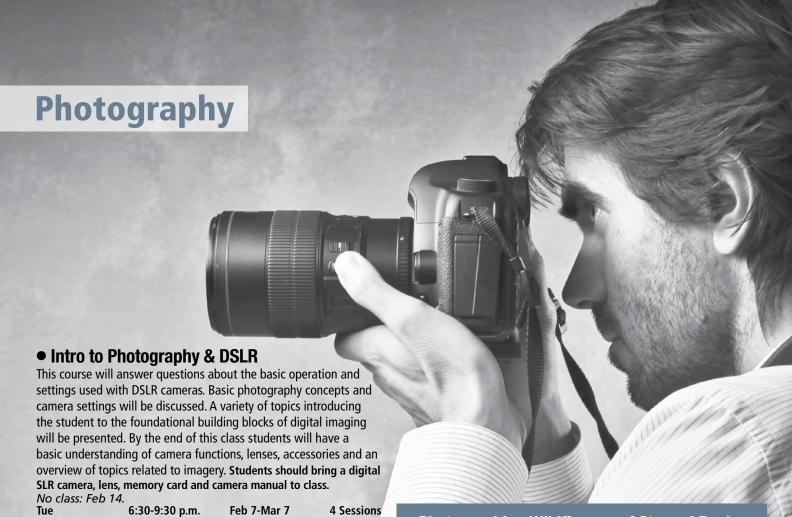
# Advanced Swing Dance

Now that you have the 6-count mastered, let's take on some fancier footwork! Learn some of the more intricate parts of swing dance including turns, advanced footwork, the Lindy Hop and Charleston moves. \*Please sign up with a dance partner and both persons must register. No class: Apr 4, 11

Tue 8-9:30 p.m. Mar 21-May 16 7 Sessions Jane & Small Gym, HLR-5103-403 \$65

Rodney Schomas Oglesby Lincoln School





# Beginning Photography & DSLR

E-320, IVCC

Pre-requisite: Intro to Photography & DSLR

**Doug Dellinger** 

This course will delve into more in depth concepts of digital imaging with a digital SLR camera. Achieving proper exposure and color balance will be stressed. The use of both reflected and incident light meters and their differences. An introduction to composition and an overview of the different types of photography and their differences will also be included. At the end of this class you will have the confidence to capture great images in a variety of situations. Students should bring a digital SLR camera, lens, memory card and camera manual to class.

HLR-2505-302

Tue 6:30-9:30 p.m. Mar 21-Apr 11 4 Sessions Doug Dellinger E-320, IVCC HLR-2506-303 99

# Intermediate Photography & Lighting

Pre-requisite: Intro & Beginning Photography & DSLR
This course will expand on exposure topics to cover challenging lighting situations and using supplemental lighting. Use of LED, incandescent and flash lighting will be discussed and the use of flash will be stressed. Types of flash, metering, triggering and light modifiers will be explored. Students will have hands on experience using these lights. Students should bring a digital SLR camera, lens, memory card and camera manual to class.

Tue 6:30-9:30 p.m. Apr 25-May 16 4 Sessions Doug Dellinger E-320, IVCC HLR-2507-304 599

### Photographing Wildflowers of Starved Rock

Attention nature and photography lovers! Join freelance photographer David Anderson for a morning presentation of his photographs of the beautiful wildflowers found at Starved Rock State Park. Learn how to photograph and identify the various species and find out where and when they can be found. In the afternoon, you'll meet at Starved Rock where David will lead you on a nature hike to view, identify and photograph wildflowers. Students will provide their own transportation to Starved Rock. Course fee includes a pocket wildflower guide book, please bring your camera, hiking boots, water and a sack lunch.

Sat 10 a.m.-3 p.m. Apr 22 1 Session David Anderson CTC-214, IVCC HLR-5203-04 539

# **Personal Technology**

### One-on-One Sessions

These customized two-hour classes provide individual tutoring with an instructor skilled in all aspects of creating a website, document formatting and basic iPad usage. The training can be tailor-made to fit your own specific needs. You may register and attend this class at any time throughout the school term. Upon completion of the registration and payment process, the instructor will be notified to contact you (usually via email) to determine an agreeable appointment date and time. Therefore, it is extremely important to make sure you have entered current phone and email contact information. All classes meet at IVCC's main campus. You must give at least 24 hours' notice to change or cancel your appointment.

#### Create Your Own Website

Own your own business and looking to establish your first website? Interested in reaching the masses by creating a personal blog? In this day and age of social media, it is all about creating an enormous presence for all to see. This can be accomplished by creating your own website using free, cloud-based development platforms, such as Wix or Weebly. Learn how easy it is to "drag and drop" elements into the template, add graphics and customize your site to be blog, site or e-commerce ready. *Initial account set-up is free and you will discuss with the instructor which website is best for you!*Course Number: CEX-4625-02

### Document Formatting

It never fails...you are up against a deadline, you make some tweaks to your margins and then suddenly your Word document layout goes crazy! Putting a professional document together can be tough and if you are not familiar with some of the short cuts offered through MS Word, completing the task can get very frustrating! This session will help you take your written document to the final stages of completion. Microsoft Word will be used when formatting, but if you are looking for help with another type Office application or software, let us know and we will try and accommodate. This class is for layout purposes only, content must be provided. Course Number: CEX-1218-02

#### Learn to Use Your iPad

This popular beginner's class is back! Navigate your way through the built in features including photos, calendar and video. Learn what an app is and how to get them. You will also learn how to organize and customize your device to suit your lifestyle. This class is for iPad users only. No other tablets or Apple devices will be covered.

Course Number: CEX-1207-02

Please contact Jennifer Sowers at 815-224-0280 before registering for any of the above classes in order to guarantee they meet your expectations and needs.

# • Introduction to Web Development

Learn to build a website from the ground up! You will begin with the basics of HTML (Hyper Text Markup Language) programming and cover all the components, such as tags, text, lists, links, tables and other miscellaneous elements used to establish the structure of your web page. Once that's done, you will move on to CSS (Cascading Style Sheets) properties and rules which allow you to control the style and layout of the web page. How to maintain a website, stay current with web standards and best practices will also be discussed. \*Textbook required.

Tue/Thu 5:30-8:30 p.m. Feb 21-Mar 2 4 Sessions Scott A-212, IVCC CEX-4626-302 \$99 Monterastelli

#### Intro to 3D Printing

What is 3D printing and how does it work? Although 3D printers (rapid prototyping machines) have been around for about 25 years it is an evolving technology that is revolutionizing the classroom and the world! It all starts with a 3D Design that IVCC's 3D printers turn into reality. Experience the digital design world that can bring your ideas to life. Class will include an introduction to 3D modeling (CAD/Solid modeling), customizing a design, printing the design and finishing the 3D model. Participants will choose between a customized key chain, phone stand, business card holder or a lithopane (bring a photo to 3D print). There is a \$20 material fee payable to the instructor the first night of class.

Thu

Sessions

Thu 6-9 p.m. Feb 16 & 23 2 Sessions Dorene Data CTC-119, IVCC CEX-4957-302 \$65

### Photoshop CS6 Introduction

Turn your digital photos into professional grade pictures, using Adobe Photoshop! This class is hands-on and will begin with basic skills such as retouching and enhancing images. Once comfortable, you will move on to special techniques like changing the contrast and balance, blurring or re-coloring portions of the photo and correcting defects. By the end of class, your digital memories will be your own personal works of art! Class will be taught in a Macintosh computer lab. Please bring a flash drive to class loaded with 25-30 of your favorite photographs. Students will be given the option to print and fees will be determined on an as used basis. Class is open to students 11 years of age and up. Please bring a sack lunch that does not require refrigeration.

Sat 9 a.m.-3 p.m. Mar 18 1 Session Vanessa Goslin D-104, IVCC CEX-4956-03 59



New Year, New You...

IVCC's presents... a healthy cooking series with Chef Sara Chef Sara Fitzpatrick specializes in healthy meals using nutritious ingredients. See her new classes listed below that have been planned to help you get a jump start on the new year!

#### Use This, Not That Healthy Ingredient Swaps

Living a healthy lifestyle is on everyone's mind and your own kitchen is the best place to start! Chef Sara will make it easy by helping you take the first steps in the right direction. Learn to make simple, healthy swaps to your recipes. Chef Sara will show you how to swap zucchini ravioli for traditional pasta, create a healthy sandwich spread using avocados and cheeseburger stuffed mushrooms among others! Who said healthy cannot be tasty? There is a \$20 material fee payable to the instructor the night of class. Tue 6-9 p.m. Feb 28 1 Session Sara Fitzpatrick CTC-123, IVCC HLR-3511-302 \$34

#### • Hold the Phone! Healthy Meals for Your Hectic Schedule

Skip the take-out and processed drive-thru fast foods! This class will be focused on finding balance, in life and cooking. With today's hectic pace, life can feel as if healthy cooking is out of reach when it comes to convenience. Problem solved! Chef Sara to the rescue! We will show you how to make fast and healthy meals including quick fish tacos, French onion zoodle bake, Mediterranean chicken burgers with tzatziki sauce and more to keep you on track with time-saving meals the whole family will enjoy! There is a \$20 material fee payable to the instructor the night of class. 6-9 p.m. Mar 20 1 Session Sara Fitzpatrick CTC-123, IVCC HLR-3517-303

# Playing with Your Vegetables II

Do you know someone who pushes vegetables around their plate? Is that person you? Eating your veggies can be fun and you may not even not know you are eating them. We all struggle with trying to get more of these on a daily basis, so why not have some fun with our food! Recipes will include: cauliflower fried rice, vegetable baked egg rolls, crispy roasted artichokes with garlic lemon aioli, bell pepper pizzas and more. Chef Sara will show you fun new methods to get more of these elusive components of meal time on to your dinner table. There is a \$20 material fee payable to the instructor the night of class.

6-9 p.m. 1 Session Tue Sara Fitzpatrick CTC-123, IVCC HLŔ-3513-305



#### Know Your Gnocchi

We love them because they are inue, ngire and man, and goodness! Join us as we examine the culinary delight that is We love them because they are little, light and fluffy clouds of anocchi! We will create anocchi from scratch and hand roll it. We will prepare some unique gnocchi varieties including, but not limited to: traditional potato gnocchi, ricotta gnocchi, gnocchi parisienne and a special dessert gnocchi. Look at the history and culture that surrounds these delicious morsels as well as sauces that can accompany them. There is a \$20 material fee payable to the instructor the night of class.

Wed Feb 8 1 Session **Chef Tim Freed** CTC-123, IVCC HLR-3941-302

#### Soup's On

After many requests, it's back for spring...soup class. Join Chef Tim for a two part class featuring soup recipes. On the first night we will discuss broths, stocks and some simple soup recipes. Recipes in the first class will include, but are not limited to: chicken stock, beef stock, vegetable stock, tomato basil soup, chicken noodle, cream of chicken and rice and a broth based vegetable medley. Our second class will include, but not limited to the following recipes: Thai chicken, loaded baked potato, corn chowder, Reuben and a chilled dessert soup. This class will fill up quickly, register early! There is a \$40 material fee payable to the instructor the first night of class that includes materials used for both nights of class.

Wed Mar 15 & 22 2 Sessions 6-9 p.m. Chef Tim Freed CTC-123, IVCC HLR-3704-303

# Sunday Brunch & Cocktails

Chef Sara and Chef Tim have teamed up to teach their first joint class. We will be expanding brunch past the traditional foods and will be pairing and sampling new unique recipes with party style cocktails that will take your brunch to the next level! Recipes will be geared towards adult brunch gatherings. Cocktail recipes will feature a variety of ingredients and will include champagne, bourbon, rum and vodka. Brunch recipes will include homemade sticky honey cinnamon rolls, caramelized onion and thyme tart, prosciutto and goat cheese strata, plus several other delicious new recipes. This is a class you will not want to miss! Students must be age 21 or over to attend this class and be able to present valid proof of age and photo identification at class. There is a \$40 material fee payable to the instructor the night of class.

Wed 6-9 p.m. 1 Session **Chef Tim Freed** CTC-123, IVCC HLR-3802-304

**Chef Sara Fitzpatrick** 

\$34



#### Asian Infusion

As Americans continue to embrace the flavors and dishes of Asian cuisine, we crave more ways to enjoy the flavors Asia has to offer. Join Chef Tim as we examine the profiles of Chinese, Japanese, Vietnamese and Korean cuisine. Look at what they have in common and makes them unique, including ingredients, cooking techniques and different dishes. Chef Tim will take these concepts and prepare some truly unique dishes that will integrate the flavors of Asia into your everyday preparation of chicken, pork, beef and side dishes as well. There is a \$25 material fee payable to the instructor the night of class.

Wed 6-9 p.m. Apr 19 1 Session Chef Tim Freed CTC-123, IVCC HLR-3942-304 534

### • That's the Way We Roll: Sushi 101

Be your own sushi master! With a little practice and Chef Tim's helpful hints, you will learn how easy it really is to make sushi in your own kitchen. We will go through making sushi step by step: from selecting and buying supplies, cooking rice and proper knife techniques for cutting. Everyone will actually roll their very own sushi. Each student will receive their own sushi mat to keep at home. Students will get to make their very own California roll, shrimp tempura roll, nigiri and Philadelphia roll. Examine pairings and additional offerings to accompany sushi items. There is a \$30 material fee payable to the instructor the night of class.

Wed 6-9 p.m. May 3 1 Session Chef Tim Freed CTC-123, IVCC HLR-3939-305 534

#### Summertime Sides: A Dish to Pass

Summer is time for outdoor picnics, graduation celebrations and summer holiday get-togethers! You know you will be asked to bring a side dish to pass. How about trying something different than the usual pasta or potato salad? Chef Tim will show you some new dishes to kick up your party with some new crowd pleasers! We will make unique dishes including an amazing whole grain mustard and chive potato salad, Tex-Mex corn and avocado salad plus dips, salads and even some unique ideas for trays. As a special dessert – a bananas foster sheet cake will be your family's new favorite picnic dessert for years to come. Bon Appetit! There is a \$20 material fee payable to the instructor the night of class.

Wed 6-9 p.m. May 17 1 Session Chef Tim Freed CTC-123, IVCC HLR-3428-305 534

# **Explore Old Country Italian**

■ Tortellini: Twist, Cook, Eat & Repeat
From a young girl to a married lady, Dee Biagi has been making
these twisted treasures. Relatives and elder ladies of Mark, Illinois
taught her how to make the authentic tortellini and tortalache.
Tortellini is a meat and cheese filled pasta that is twisted to resemble
a belly button. As a child we sat around the big dining room tables
and learned how to make this "staple" pasta from the experts...
our relatives from the Old Country. In this class we will learn how to
make the dough and filling and how to twist them. Follow by cooking
and of course eating them. Please bring an apron to class. There is
a \$20 material fee payable to the instructor the night of class.

Tue 6-9 p.m. Feb 7 1 Session Dee Biagi CTC-123, IVCC HLR-3901-302 534

Cure for the Cold [Italian Style]

My Nonni, Mary Malavolti, had a special way to scare away a cold. Starting with garlic, followed with home-made broth and noodles. You will learn to make these Italian home-made "cure alls" for cold weather and chase away a cold. Learn how to mix, knead and roll out the dough followed by cutting home-made noodles for our home-made broth. The broth will start with the right selection of chicken, added vegetables and spices to create the best broth to clear a stuffy head and warm the body. Learn to make Bagna Cauda, an appetizer that many in the Illinois Valley know well. Many make it one way and others make it another. I make it like my mother-in-law, Margaret Biagi and of course, I have "tweeked" it over the years. The best part will be eating together at the end of the night. *Please bring an apron to class*. There is a 520 material fee payable to the instructor the night of class.

Wed 6-9 p.m. Feb 22 1 Session Dee Biagi CTC-123, IVCC HLR-3707-302 534

#### Italian Tortellaci

My Great Aunt, Enis Malavolti, had family over for Sunday dinner and served the most amazing Italian dishes. My favorite was her tortellacci. Tortellacci is a meatless cheese tortellini with a little spinach for color. This dish is often served during Lent and other special occasions. The texture and flavor is very decadent and rich. Learn how to mix and knead the dough and make the special filling of the tortellacci and to twist them into the correct shape. The best part, we will eat a tortellacci and sausage dinner with all of the trimmings at the end of class. Please bring an apron to class. There is a \$20 material fee payable to the instructor the night of class. Wed 1 Session 6-9 p.m. Mar 1 CTC-123, IVCC Dee Biagi HLR-3943-303

Succarines: Italian Celebration Cookie
 Succarines are a small glazed bisquit cookie. They a

Succarines are a small glazed biscuit cookie. They originate from the northern part of Italy and are made for weddings, holidays and given as gifts. Succarines are delicate and coated with a sweet glaze frosting with the slight flavor of anise. This recipe is over 100 years old and is very complex to make. Misplaced for years, it was found when learning how to make them with Dee's friend, Tony Lusvardi. The recipe was from her great aunt Enis Malavolti. Each student will take home a dozen cookies. Additional refreshments will be served and there will also be plenty of cookies to eat during class! Please bring an apron to class. There is a \$12 material fee payable to the instructor the day of class. Mar 25 1 Session 1-4 p.m. CTC-123, IVCC \$34 HLR-3940-03 Dee Biagi



# Healthy Tips for Happy Tails

Health Information for Your Canine

Learn to understand your pet's health by learning about dog food ingredients, nutrition, how to read a label and what to avoid. We will talk about why dogs chew on themselves leaving staining and solutions on how to approach it. Discuss dental care, safe treats and safe toys. Learn holistic alternatives for the wellness of your pet. Supplies are provided at this class that you can take home and begin using with your pet. This class is for pet owners, please leave pets at home.

Tue 6-10 p.m. Feb 23 1 Session Denise Kozell BJE-117, IVCC HLR-5604-602 585

# U Essential Oils for Pets

This class covers CPTG (Certified Pure Therapeutic Grade) essential oils on pets and their directions of use. Learn what oils will take care of issues or dilemmas you face with your pet such as anxiety, trauma or chronic illness. Learn safety and safe handling of the oils while using them around your pet. In this class you will be taught how to make ear cleaner, toothpaste, a recipe for dry, itchy skin and flea/mosquito repellant to name a few. This class is appropriate for both cat and dog owners. Students will receive an essential oils kit valued at \$25 the night of class. This class is for pet owners, please leave nets at home.

leave pets at no	me.	102/2017/00/04	CONTRACTOR AND
Thu M	6-8 p.m.	Mar 2	1 Session
Denise Kozell	CTC-123, IVCC	HLR-5616-303	\$59
		PRINTED OF	
Thu //	6-8 p.m.	Apr 20	1 Session
Denise Kozell	Rm 101,	HLR-5616-634	\$59
- 4	Ottawa Center	1	MARK STREET

Calling dog owners! This is the class for you. Save money by learning the basics from an experienced dog groomer who is also a certified pet first aid and cpr instructor. You will learn how to trim nails, pluck and clean ears, brush teeth, trim around the feet and more. Learning these skills will help you stretch time needed between full professional grooming. This class is limited to 8 students. All dogs will need to be screened by the instructor before being admitted to class. All dogs should be current on and have proof of shots including rabies. Specific equipment is required for this class and must be purchased on the first night of class from the instructor. Please bring a material fee of \$50 to be paid to your instructor the first night of class. Registration deadline: no less than one week before your registered session.

Sat 10 a.m.-4 p.m. Feb 18 1 Session HLR-5612-02 **Denise Kozell** BJE-117, IVCC \$89 Sat 1 Session 10 a.m.-4 p.m. Mar 25 HLR-5612-03 \$89 **Denise Kozell** BJE-117, IVCC Apr 25-May 2 Tue 6-9 p.m. 2 Sessions Denise Kozell BJE-117, IVCC HLR-5612-304

#### Advanced Dog Grooming

Pre-requisite: Students must complete the Basic Dog Grooming class prior to taking this class.

Finally keep your pet at home and groom them yourself. Take the skills you mastered in the Basic Dog Grooming class and practice more advanced skills to achieve your dog's personality groom. After this five hour hands-on class you will be able to complete your groom and be comfortable grooming your pet. This class is limited to 3 students to maximize hands-on education and safety. Specific professional equipment is required for this class and must be purchased on the day of class from the instructor. Please bring a material fee of \$149 to be paid to your instructor the day of class.

Sat Denise Kozell	10 a.m3 p.m. BJE-117, IVCC-East Campus	Feb 25 HLR-5613-02	1 Session §175
Sat Denise Kozell	10 a.m3 p.m. BJE-117, IVCC-East Campus	Apr 8 HLR-5613-04	1 Session §175
Sat Denise Kozell	10 a.m3 p.m. BJE-117, IVCC-East Campus	May 13 HLR-5613-05	1 Session §175

# **Survival Skills**





Awareness is the most important survival skill you could ever have. Whether in the city or the wild, your ability to observe your surroundings will keep you alive and safe. This course will teach you how to be more aware, the limits of your personal awareness and how to perceive more wherever you wander. Class is limited to 10 students, must be age 18 or older. Please prepare to be outdoors and bring a knife, note-taking materials, camera, lunch, snacks and water.

10 a.m.-2 p.m. 1 Session Sat Anr 22 Jason Thompson G-103, IVCC HLR-5312-04 \$35 Gym Building

**Meet your instructor:** Jason Thompson has been teaching the native skills and tools in a fun, comfortable and relaxed environment for the last 20 years. Trained by some of the best survival teachers in the country, he brings his students the means to enjoy and experience the wilderness in a native kind of way.



Applied Awareness & Tracking

Do you want to develop your awareness and tracking skills further in the wild? This class will deepen your understanding of both through applying them to fun and challenging wilderness exercises designed to make you even more alert and aware. Take the principles of these two skills to a whole new level! Class is limited to 10 students, must be age 18 or older. Please prepare to be outdoors and bring a knife, note-taking materials, camera, lunch, snacks and water.

10 a.m.-2 p.m. 1 Session May 20 Jason Thompson G-103, IVCC HLR-5314-05 \$35 Gym Building

#### Edible & Medicinal Plants

This class will open your eyes and your taste buds to more than just pretty flowers! Nature is a vast grocery, hardware store and This class will open your eyes and your taste buds to more than pharmacy all in one. Come see what local, native plants can be used for food, medicine, tea and tools. Class meets at Matthiessen State Park River Area, bring your field guide! Class is limited to 10 students, must be age 18 or older. Please prepare to be outdoors and bring a knife, note-taking materials, camera, lunch, snacks and water.

Class meets: Apr 29, May 27, Jun 24, Jul 29

10 a.m.-12 p.m. Apr 29-Jul 29 4 Sessions HLR-5315-404 Jason Thompson Matthiessen

State Park



# **U**Fairy Gardens for Beginners

Intrigued by fairies? Now is your chance to build a fairy garden!

Join the fairy garden experts at Garden's Gate and create you very own fairy garden bowl. Please bring gloves and any items you wish to add to your garden. There is a \$15 material fee payable to the instructor the day of class that will include: soil, bowl planter and 2 fairy plants. Additional plants and fairy garden decor will be available for purchase.

Sun 9:30-11 a.m. Apr 23 1 Session Stephanie Stacy Garden's Gate, HLR-5241-404 Ottawa



# UThriller, Filler, Spiller

You may have seen some amazing containers and baskets around town or at a friend's house. Now you can learn the theory for creating beautiful planters with a hands-on container class. Find out what is new this season and what will do the best in your specific outdoor location. Class will be held at Gardener's Gate for an experience that will transform your annual pots from typical to outstanding. Participants may bring empty, clean planters or purchase them. Plant material, soil, and basket liners will also be available for purchase. Remember we will be planting your containers, so don't forget your gloves and gardening attire. Material costs payable to the instructor will vary depending on student material selections

Sun	9-10:30 a.m.	May 21	1 Session
Stephanie Stacy		HLR-5225-405	§15
_			

1 Session 9-10:30 a.m. May 28 Stephanie Stacy Garden's Gate, HLR-5225-415 **Ottawa** 

UHypertufa Fairy Abodes

Create a fairy abode for your fairy garden! Every fairy garden needs a house. Join us to create a hypertufa fairy house. Pleas needs a house. Join us to create a hypertufa fairy house. Please wear work clothing and bring protective eye wear/gloves. Students will need to return 2-3 days after class to pick up their fairy house after they are dried. There is a \$40 material fee payable to the instructor the day of class that includes all materials needed to make your fairy house!

10 a.m.-1 p.m. 1 Session Jun 4 Sun Stephanie Stacy Garden's Gate, HLR-5242-406 Ottawa



# { Take it Online! } Growing Plants for Fun & Profit

Turn your love of plants into an enjoyable and profitable home business. Learn how to grow and market plants on a small scale without major capital investment. In an area as small as 1000 sq. ft., you can generate thousands of dollars worth of plant material in a single growing season. This course is your practical guide to licensing, site preparation, equipment, how and where to find supplies, how to select and produce plants appropriate to your climate zone, how to produce quality material and, most importantly, how to market your product. See page 35 for registration information.

# **Sustainability Saturday**

#### Save the Date! April 8

Illinois Valley Community College will host a series of classes on April 8 focusing on sustainability. Learn heirloom skills that your grandparents practiced and ways to reduce your environmental footprint. You can learn to live a healthier lifestyle. Together we can make a difference! More information is available at ivcc.edu/sustainabilitysaturday

#### Give Me 5 Minutes a Day Easy Bake Bread

Everyone wants fresh, homemade bread...but who has the time? Cathy Lafrenz will teach you a quick and easy bread dough made with only four ingredients. No kneading, easy preparation and you can have fresh bread every day. Taste 6-8 items made out of the same dough and see how easy healthy living can be; includes pitas, bread, flatbread pizza and more! You will be making your own bread at home in no time at all! Please bring a \$5 material fee payable to the instructor on the day of class.

Sat 9 a.m.-12 p.m. Apr 8 1 Session Cathy Lafrenz CTC-123, IVCC HLR-3204-04 534

#### Backyard Chickens

Need a new addiction? Want entertainment, pets and breakfast rolled into one package? Learn how to maintain your own small flock of chickens to provide eggs for your table. Learn about family friendly breeds and where to purchase them. Discuss equipment and chicken coop design. We will also discuss feeds, diseases and predators and what to do about them.

Sat 1-4 p.m. Apr 8 1 Session Cathy Lafrenz CTC-124, IVCC HLR-5533-04 534

### Vegetable Gardening for Cowards

This is the class for people who are absolutely convinced that they cannot grow anything. Deborah is not a master gardener, but her family grows the majority of their fruits and vegetables, and so can you. She has made just about every gardening mistake imaginable. She shares her humorous insight and knowledge to put you on the path to growing vegetables that you can actually eat and enjoy. Learn about GMO and non-GMO seeds, how to start seeds in the spring, the difference between annual and perennial vegetables, seed saving, cross pollination, winter gardening with row covers and more.

Sat

9 a.m.-12 p.m.

Apr 8

1 Session

Sat 9 a.m.-12 p.m. Apr 8 1 Session Deborah CTC-124, IVCC HLR-5211-04 534 Niemann-Boehle

# Ecothrifty Living

Discover all the artificial chemicals hiding in your home, food and personal care products. Learn to replace them with natural alternatives that cost far less! In addition to learning about all of the simple alternatives, such as using baking soda as a facial scrub, we will also be making a sugar scrub and laundry detergent in class, which you can take home to use. There is a \$5 material fee payable to your instructor the day of class. Deborah Niemann-Boehle is the author of "Ecothrifty: Cheaper, Greener Choices for a Happier, Healthier Life", which will be available for purchase at class for \$12.

Sat 1-4 p.m. Apr 8 1 Session Deborah CTC-123, IVCC HLR-5542-04 534 Niemann-Boehle

Attend 2 sessions on this page on April 8 & receive a discounted price of \$59 for the day!

Use course number: HLR-5527-04

#### Small Wind Generators

Energy independence through wind power Have you ever wondered if you could save money on electricity by installing a small wind generator at your home? Learn what wind energy is, how it works and what it can do for you. In addition, Dr. Vogl will discuss components of wind generators, tower height, how to choose a site for the tower, as well as current legislation and zoning of wind towers. Bring one of your electric bills, a notepad and a calculator to determine the savings on a typical month's performance of a wind tower versus your current source of electricity. Sat 9:30-11:30 a.m. Apr 8 1 Session Robert Vogl HLR-5521-04 \$34 CTC-216, IVCC

#### Basics of Solar Electricity

Energy independence through solar power
Due to the growing demand for clean sources of energy, the use
of solar cells to convert sunlight into electricity has expanded
dramatically in recent years. Learn the basics of photovoltaics, also
known as solar energy. Dr. Vogl will explain what it is, how it works
and the advantages of a solar system. The cost of installation of
a PV system as well as sources of financial assistance will also be
discussed. If you are thinking about using the sun's energy as a
source of electricity in your home, this class is a great place to get
started.

Sat 12-2 p.m. Apr 8 1 Session Robert Voql CTC-216, IVCC HLR-5522-04 534

# • Reduce, Re-use, Recycle! Lunch & Learn

In this session you will learn how to find out what to determine what is recyclable and what can be recycled in our area. You will also learn tips and ideas to increase the volume of your recycle bin and reduce your garbage bin! According to the Environmental Protection Agency, the average American generates about 4.6 lbs of solid waste per day. Less than 25% of that is recycled, even though more than 75% of it is actually recyclable, compostable or reusable. Learn how to incorporate the 3 R's into your daily routine. You will be amazed at the difference you can make! *Please bring a sack lunch that does not require refrigeration. This session free. Registration is required for planning purposes.* 

Sat 12 p.m-1 p.m. Apr 8 1 Session
Jill Lafrenz CTC-125, IVCC HLR-5544-04 FREE

### Compost Workshop

Compost is a crumbly, nutrient-rich soil amendment that is great for your plants, lawn and garden. Find out how easy it is to make compost in your backyard from food scraps and yard waste.

Learn what can and cannot go into compost and how to curate a productive pile. We will also discuss the best compost system for your home including bin, pile, etc. Jill Lafrenz completed the Master Composter/Recycler Program sponsored by the City of Denver.

Sat

1:30-3:30 p.m. Apr 8

1 Session

Jill Lafrenz

CTC-125, IVCC

HLR-5214-04

# Mind, Body & Wellness

#### Yoga Unique to You

Yoga challenges body and mind while building core power and improving stability. All levels of experience welcome. You will learn sun salutations, standing postures, seated postures and vinyasa. Emphasis will be placed on correct body alignment, holding postures, and meditative flow from one posture to the next. Coordination of breath (pranayama) and movement is also emphasized. Please bring a yoga mat and towel to class. \*IVCC Fitness Center students will receive 1 visit per class they attend towards their Fitness Center visits. Tracie Klieber is a Certified Personal Trainer and works at the IVCC Fitness Center. She has practiced and instructed gentle voga, intermediate voga and Ashtanga Yoga for 15 years.

yoga, intermedia	ate yoga and Ashta		ears.
Tue/Thu	4:45-5:45 p.m.	Jan 17-Feb 23	12 Sessions
Tracie Klieber	CTC-121, IVCC	HLR-6218-301	§59
Tue/Thu	4:45-5:45 p.m.	Feb 28-Apr 6	12 Sessions
Tracie Klieber	CTC-121, IVCC	HLR-6218-302	§59
Tue/Thu	4:45-5:45 p.m.	Apr 25-Jun 1	12 Sessions
Tracie Klieber	CTC-121, IVCC	HLR-6218-304	<sup>\$</sup> 59
Tue/Thu	4:45-5:45 p.m.	*Jun 6-Aug 1	12 Sessions
Tracie Klieber	CTC-121, IVCC	HLR-6218-306	<sup>\$</sup> 59
*No class: Jun 20	), 22, 27, 29, Jul 4		

<sup>140</sup> Class. Jan 20, 22, 27, 25, 3ar 4

#### Strength, Core & Fat Burning Cardio

This class will provide you with an opportunity to cross train twice a week by participating in two different training methods.

Strength, Cardio Core: This functional fitness class will encourage coordination skills, tone your body, zap calories and metabolize fat. You will build a strong core: abs, hips and back, to support and improve what you do every day. Come ready to sweat, have fun, and improve your health. Start at a beginner's level and gradually increase to a more advanced level as improvement is shown.

Fat Burning Cardio: Fat Burning Cardio is a HIIT (High Intensity Interval Training). Start with a warm-up then move into moderate pace cardio to harder pace cardio in intervals of 30 sec ending with a cool down stretch. Cardio has functional fitness, heart rate elevating moves. Come ready to sweat, have fun and burn calories long after class has ended.

Please bring water, a sweat towel and an exercise or yoga mat. \*IVCC Fitness Center students will receive 1 visit per class they attend towards their Fitness Center visits.

Mon/Wed Tracie Klieber *No class: Feb 2	5-5:30 p.m. CTC-121, IVCC 20	*Jan 23-Mar 1 HLR-6212-301	11 Sessions §51
Mon/Wed Tracie Klieber	5-5:30 p.m. CTC-121, IVCC	Mar 6-Apr 5 HLR-6212-303	10 Sessions §47
Mon/Wed Tracie Klieber *No class: May	5-5:30 p.m. CTC-121, IVCC <i>29</i>	*Apr 24-May 31 HLR-6212-304	11 Sessions §51
Mon/Wed	5-5:30 p.m.	*Jun 5-Jul 31	12 Sessions

HLR-6212-306

CTC-121, IVCC

\*No class: Jun 19, 21, 26, 28, Jul 3



## Breathing for Life

Body, breath and mind are interrelated. Breathing properly is conducive to health and well being, alleviates anxiety, improves sleep, circulation and immune system functioning and calms and relaxes the mind. This is a great opportunity for an introduction to breathing techniques used in yoga. You will learn how to breathe for life! Bring a blanket and dress comfortably for an exploration of the mechanics and benefits of natural breathing. Dan Retoff has taught at Illinois Valley Community College since 1999. In addition to teaching yoga, breathing and t'ai chi classes through the Continuing Education Center, he also teaches Anatomy & Physiology I, Human Growth and Development and Human Body Structure & Function.

Wed	6-7 p.m.	Feb 15-Mar 1	3 Sessions
Dan Retoff	CTC-124, IVCC	HLR-6108-302	§29
Fri Dan Retoff	9-10 a.m. Rm 101, Ottawa Center	Mar 3-17 HLR-6108-603	3 Sessions §29

### Beginning Yoga

Yoga uses gentle stretching, relaxation and breathing techniques to help you build strength, flexibility and endurance. Come away more relaxed, limber and feeling better! Yoga philosophy and its application to everyday life will be covered. Wear comfortable, loose fitting clothes and athletic shoes and bring a towel or yoga mat. No class: Mar 29.

Wed	6-7:15 p.m.	Mar 8-May 4	8 Sessions
Dan Retoff	CTC-121, IVCC	HLR-6101-303	\$ <b>5</b> 9

#### • T'ai Chi

T'ai chi is a set of 19 slowly and gently completed movements and one pose which increases the accumulation, circulation and balancing of the life source. The movements are easy to learn and appropriate for people of all ages and physical abilities. Those who regularly practice T'ai chi experience greater energy, awareness and creativity and an improved quality of life. This class will teach you approximately one half of the movements, enough to enable the student to experience the benefits of practice. Wear comfortable, loose fitting clothes and athletic shoes.

Fri Dan Retoff	9-10:15 a.m. Rm 101, Ottawa Center	Jan 20-Feb 17 HLR-6104-601	5 Sessions §39
Fri Dan Retoff	9-10:15 a.m. Rm 101, Ottawa Center	Apr 7-May 5 HLR-6104-604	5 Sessions §39

\$59

Tracie Klieber



#### Introduction to Herbalism

Medicinal herbs and plants are steeped in rich tradition and history. Many are high in nutritional and pharmacological properties. Herbs encourage and activate the body's own healing mechanisms. This course provides an introduction to medicinal herbs and their history of use in healing. Topics include a brief history of herbal medicine, how herbs work in the human body, herbal properties and characteristics and demonstrations of how to prepare a wide range of internal and external applications. Gain a basic understanding of how and when to use medicinal herbs to address simple health issues. Wed 9 a.m.-3:30 p.m. Mar 15 1 Session Candice Chaffee CTC-125, IVCC HLR-6317-03

#### Aromatherapy for Health & Well-Being

Aromatherapy is required coursework in French medical schools and essential oils are revered for their healing benefits in many countries. This workshop is a comprehensive introduction to the many applications of essential oils. Topics include: how to use, buy, and store, basic care kit, pharmacological and psychological properties, carrier oils and everyday applications. Experience a wide variety of scents and learn the life-enhancing and healing qualities of essential oils. There is a \$5 material fee payable to the instructor the day of class.

Wed 9 a.m.-3:30 p.m. 1 Session Apr 5 Candice Chaffee CTC-125, IVCC HLR-6402-04 \$79

#### Define & Connect with Your Sixth Sense

Have you ever had a gut feeling? How about a vivid dream that came true? This course will focus on the most common ways intuitive messages are received and how to listen to your messages thereby creating a more enjoyable and rewarding life. Learn how to discern between the rational mind and the intuitive mind. A calming guided meditation will help students relax and be open to receiving their intuitive guidance. We will have an open forum at the end of the class. Do you have an intuitive story to tell? Students are welcome to bring blankets and pillows to class.

Thu 6:30-8 p.m. Mar 16 1 Session Mary Beth Rm 105, HLR-6504-633 \$35 Ottawa Center LaManna Thu 6:30-8 p.m. Apr 13 1 Session CTC-124, IVCC HLR-6504-304 Mary Beth \$35

LaManna

**Meet Your Instructor:** Mary Beth LaManna is a Spiritual Messenger and Intuitive Coach. Her intuitive gift started at a very young age and she is passionate about using it to help others. Mary Beth has attended many spiritual workshops including an intensive Angel Therapy Course with Dr. Doreen Virtue.

Advanced Aromatherapy: The Application of Essential Oils

Prerequisite: Aromatherapy for Health and Well-being or Aromatherapy for Healthcare Professionals.

This course is an in-depth exploration of essential oils and their uses. Learn about pharmacological properties of these healing oils, as well as the basics for mixing therapeutic, skin/personal car and home use products. The beginning concepts of hand and foot reflexology will be taught as a modality for enhancing the therapeutic properties of essential oils. Students will make and take home their own creative products! There is a \$15 material fee payable to the instructor the day of class. Please bring notes from previous class for review. Also, feel free to bring your own collection of essential oils. Registration deadline: Apr 12. Wed 9 a.m.-3:30 p.m. Candice Chaffee CTC-125, IVCC Apr 26 1 Session HLR-6421-04

Advanced Aromatherapy: The Art of Blending Essential Oils

Prerequisite: Aromatherapy for Health and Well Being or Aromatherapy for Health Professionals.

This workshop will focus on the art of selecting, balancing and blending essential oils for specific uses. Examine blending for home use (cleaning, sanitizing), personal care products and custom perfumes. Learn categories and note classifications (top, middle and base) of essential oils and different techniques for formulating therapeutic blends. Chemical constituents and their effects will be studied.

Upon completion of this course, participants will be able to:

- List the categories of essential oils, their characteristics and specific oils from each category. Explain which categories best complement each other.
- Describe top, middle and base notes and their ideal proportions when creating a blend.
- Demonstrate how to choose the correct ratios when formulating essential oils.
- Explain the steps in determining desired effects and selecting appropriate oils.
- Demonstrate how to test and formulate blends for a different uses.

You will formulate and take home your own pure essential oil blends. There is a \$15 material fee payable to the instructor the day of class. Please bring notes from previous class for review. Also, feel free to bring your collection of essential oils. Registration deadline: May 3.

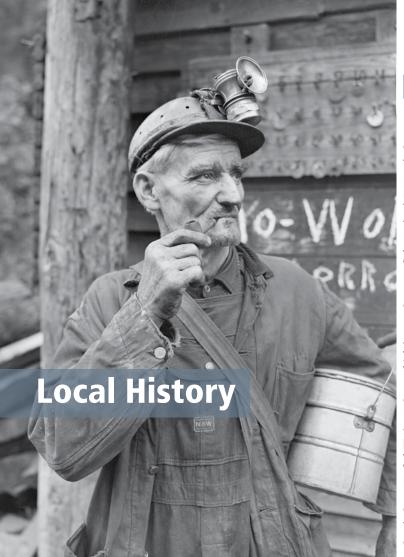
Wed 9 a.m.-3:30 p.m. **May 17** 1 Session Candice Chaffee CTC-125, IVCC HLR-6422-05

### Hearing Loss & Hearing Aids 101

Hearing loss is one of the most common medical conditions affecting adults. Approximately one in three people between the ages of 65 and 7 have hearing loss. Having trouble hearing can make it hard to communicate with others and can make it difficult to respond appropriately to environmental sounds. This can be frustrating, embarrassing, and even dangerous. This course will help you to better understand hearing loss and the treatment options available for it. Hearing aids will be discussed in detail. Upon completing this course you will be educated with the information needed to confidently pursue hearing help for yourself or a loved one. This course is presented by Beth Wallace, M.S. and Elizabeth Koch, AuD. They are both Audiologists at St. Margaret's Health Ear, Nose, and Throat Center in Peru, IL with 15+ years of combined experience in the field of Audiology.

Tue 10 a.m.-12 p.m. Apr 4 1 Session Beth Wallace & SRS-1202-04 CTC-123, IVCC \$10

Elizabeth Koch



#### Ottawa Rescue Case

What does the Fugitive Slave Act, the Underground Railroad and an Illinois Supreme Court Justice have to do with LaSalle County? In 1859 a runaway slave identified as Jim Gray was captured in Union County, Illinois. An abolitionist learned of the incident and demanded he be released as Illinois was a free state. Chief Justice of the Illinois State Supreme Court, John D. Caton, resided in Ottawa and ordered a hearing to be held at the LaSalle County Court House. You will learn about this fascinating story and local history connected to the Underground Railroad.

6:30-8 p.m. Tue Feb 21 1 Session **Heinz Suppan** CTC-124, IVCC HLR-7605-302

#### Pana: The Crossroads of Crisis

Step back in time to nineteenth century Illinois to the coal mining community of Pana and the early days of the United Mine Workers union. A course for conflict was set in place when workers from the South were brought to Pana under fraudulent circumstances to break a strike, leading to violence and several deaths. Learn about the coal miner strike and unrest from 1897-1899 that resulted in the passing of the Tanner Law by the Illinois General Assembly.

6:30-8 p.m. Mar 7 1 Session HLR-7606-303 **Heinz Suppan** CTC-124, IVCC

# **Dollars & Sense**

### Foundations of Investing

This class will be geared towards individuals who are either new to investing or need a refresher. Learn the key features of bonds, stocks, mutual funds and different types of accounts including Roth IRA, Traditional IRA and 401K. Find out where you can invest and what the costs are. Learn about the importance of asset allocation, the impact of inflation on your long terms goals and how to plan for vour retirement.

Wed 6-7:30 p.m. Mar 8-22 3 Sessions **Brian Sellett** CTC-124, IVCC CDV-5001-303

#### "It's Decision Time" **Understanding Medicare & Medicaid**

Join in an informative and interactive program that will provide you with a better understanding of Medicare and Medicaid. Topics will include Medicare eligibility and enrollment, the benefits of Medicare Parts A and B, the costs that Medicare leaves you to pay and an overview of the standardized Medicare Supplemental Plans in addition to Medicaid spend-down requirements. This program is appropriate for people becoming eligible for Medicare, caregivers of people who are on Medicare and current Medicare beneficiaries who would like a refresher course on their benefits.

6:30 p.m.-8 p.m. C-325, IVCC Wed Apr 12-May 3 4 Sessions Dick Volker SRS-1113-304

#### AARP Smart Driver Program

The AARP Driver Safety Program is a classroom driver refresher course designed especially for drivers age 50 and over. This program aims to help community members retain their driving competency. Learn driving strategies, understand the effects of aging on driving, reduce the chance of having an accident and know when to retire from driving. At completion of this course; students will receive a certificate that can be presented to their automobile insurance holder that may entitle them to a discount. There is a \$15 fee for AARP members (with AARP membership card); and a \$20 fee for non-members payable to the AARP instructor for materials on the first day of class. Please arrive fifteen minutes early for the first day of class. This class is located at the IVCC Truck Driver Training Center, Building H on East Campus. Park in Lot #7.

Mon/Tue 8:30 a.m.-12:30 p.m.Apr 24-25 2 Sessions Regina Leffelman Rm 101, Bldg. H, SRS-1112-04 AARP Fee payable **IVCC-East Campus** at Class

# f U Buving Your First Home

Five easy steps to owning a home! All the important steps to home ownership will be covered: the loan process, knowing the housing market, home selection, appraisals, home inspection and the closing. This session is free, but you must pre-register by calling IVCC at 815-224-0447.

Mar 16

1 Session

6:30-7:30 p.m. CTC-124, IVCC CDV-5008-303 **Tracy Tunnell** Free Wed 6:30-7:30 p.m. Apr 12 1 Session **Tracy Tunnell** Rm 105, CDV-5008-634 Free Ottawa Center

Thu



Take IVCC ed2go courses anywhere and when it's most convenient for you.

View IVCC's online lifelong learning catalog at ed2go.com/ivcc

Choose from over 300 online classes available every month.

**New class sessions will begin: January 18 ~ February 15** March 15 ~ April 12 ~ May 10

### Introduction to Stock Options

Learn how to evaluate, buy, sell, and profit with investment tools that were once thought to be only for the pros. This course will teach you how to protect your portfolio and profit in a down market, an up market or even a flat market. Learn to leverage your investment dollars for potential profits that surpass those possible with stocks.

Course Fee: \$99

#### Real Estate Investing

Have you ever heard the old saying, "Buy low, sell high?" Stories about the softening real estate market might scare away some novice investors. Experienced investors, however, recognize weak markets as opportunities to pick up bargains. When there are more sellers than buyers, your chances of getting a good deal go way up. In fact, many investors make more money in a down market than in a strong one. In many areas, now is the time to buy before prices start climbing again. In this course, you'll learn how to make money in any area, in good times and bad, even if you have little money to start with.

\$99 **Course Fee:** 

# Introduction to Interior Design

Are you a creative person with an eye for design? If so, this course will show you how to transform plain living spaces into beautiful and functional rooms. Interior design takes training as well as talent and these lessons will give you the know-how you need to design a room from floor to ceiling. Delve into color theory, industry trends, spatial arrangements, floor plans, traditional and modern interior design ideas and other basics. In addition, you'll explore a range of careers in interior design and get insider tips for entering this exciting field. Because interior design is constantly evolving, you'll also learn about some of the latest trends affecting the industry. Investigate "green" sustainable design and you'll find out how to modify your designs for people with special needs. As you master design skills step-by-step, you'll complete your first project: a fully developed room design complete with spatial layout, lighting and finish selections. Your new knowledge and hands-on practice will give you the confidence you need to start creating beautiful residential interiors for yourself and others.

Course Fee:



#### **HOW TO GET STARTED:**

- 1. Visit our Online Instruction Center at ed2go.com/ivcc
- **2.** Click the "Courses" link, choose the department and course title you are interested in and select the "Enroll Now" button. Follow the instructions to enroll and pay for your course. Here you will enter your e-mail and choose a password that will grant you access to the classroom.
- **3.** On the day your course begins return to our Online Instruction Center and click the "Classroom" link. To begin your studies, simply log in with your email and the password you selected during enrollment.

These are just a *few* examples of classes available online please, visit the website for a full listing.

### Effective Selling

The goal of effective sales is not to teach you how to make a sale today, but to help you discover how you can easily convert a potential customer into a long term asset. This course will help you lay the groundwork for repeat business and your future success. In sales, there are no quick fixes. However, with the knowledge, planning skills, communication techniques and the understanding of human nature that you will gain from this course, your sales will grow as if by magic.

\$99 Course Fee:

## Employment Law Fundamentals

Learn the basics of employment law so you can legally hire, evaluate and manage employees as a manager, supervisor, small business owner, human resource specialist, or corporate executive. Learn the difference between an employee and independent contractor; the basic types of employee benefits; effective hiring, evaluation and termination procedures; methods to resolve employment disputes in and out of court; discrimination and union laws; and workplace safety rules. You'll gain an inside view of the law with court examples, real situations and prevention strategies that prepare you to effectively resolve workplace issues. Learn effective communication techniques, negotiation strategies and what to expect if you do go to court. This course is a must for anyone who is (or aspires to be) a supervisor, manager or human resources professional.

\$99 Course Fee:



Pre-registration is required for all classes.

Payment is due at the time of registration.

### **REGISTER NOW:**

### **Online**

ivcc.edu/onlinecec

#### Mail

IVCC Cashier 815 N. Orlando Smith Road Oglesby, IL 61348

#### **Phone**

Please call (815) 224-0447

#### Fax

(815) 224-6091

#### In Person

IVCC – Admissions & Records Room CTC-101 815 N. Orlando Smith Road Oglesby, IL 61348

# REGISTRATION CONFIRMATION

You will receive a confirmation of your registration in the mail. Confirmation will include a schedule, receipt and information specific to your classes.

#### REFUND/ CANCELLATION POLICY

Registrants who cancel up to seven days prior to the start of a course receive a full refund. No refund will be given after that time, although a substitution of individuals is allowed. Registrants who do not attend and do not withdraw from the class will not receive a refund. Cancellations can be made by calling the Continuing Education Center (815) 224-0427.

The Continuing Education Center reserves the right to cancel classes due to low enrollment. If a class must be canceled by the Continuing Education Center, you will receive a full refund.

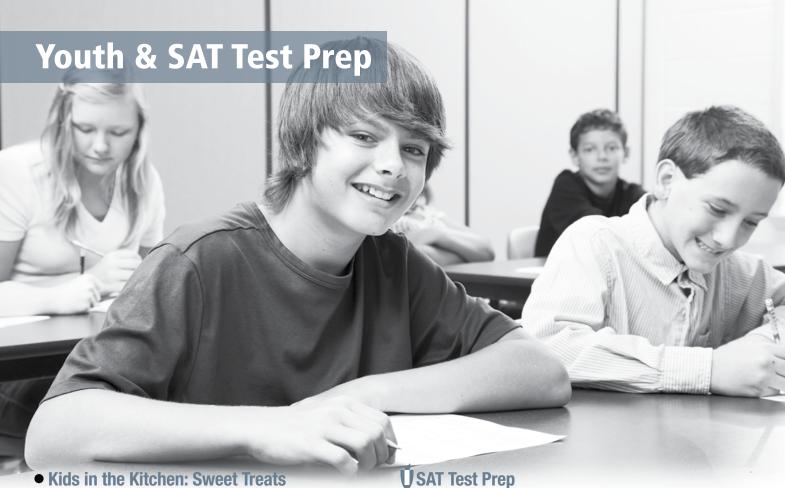
# **Continuing Education Registration Form**

Spring 2017 | Visit our website - ivcc.edu/cec



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Home Mailing Address					
City			County		
Phone: Home ( )			=		
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The following items Ethnic/Ethnicity:	are requested for	state repo	orting.		
1. Are you Hispanic or Lat	ino? 🗆 Yes 🗅 No				
2. Are you from one of the	e following racial groups	? (select all th	at apply)		
☐ American Indian/Alask	an Native 🗖 Asian 🗖 Wh	ite 🖵 Choose	not to respond		
Black or African Ameri	can 🛭 Native Hawaiian or	other Pacific I	slander		
3. Please identify your pri	mary racial/ethnic group	. (select one)			
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4. Are you in the US on a	Visa – Nonresident Alien	? ☐ Yes ☐ No			
List type of visa	t type of visaCountry of Origin				
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IVCC does not discriminate on the basis of race, national origin, disability, age, religion, sexual orientation or any legally protected classification.



[Ages: 8-11]

Indulge young chefs-in-training who are serious about sweets.

Learn skills including measuring and mixing, then create frozen hot chocolate ice cream, chocolate cupcakes with strawberry frosting and more! All from scratch. It will be love at first bite! Please bring an apron. There will be a \$15 material fee payable to your instructor at class.

9 a.m.-12 p.m. Feb 4 1 Session Sat YOU-4202-04 Ashley CTC-123, IVCC

Swanson

# Photoshop CS6 Introduction

[Ages: 11 and up]

Turn your digital photos into professional grade pictures, using Adobe Photoshop! This class is hands-on and will begin with basic skills such as retouching and enhancing images. Once comfortable, you will move on to special techniques like changing the contrast and balance, blurring or re-coloring portions of the photo and correcting defects. By the end of class, your digital memories will be your own personal works of art! Class will be taught in a Macintosh computer lab. Please bring a flash drive to class loaded with 25-30 of your favorite photographs. Students will be given the option to print and fees will be determined on an as used basis. Class is open to students 11 years of age and up. Please bring a sack lunch that does not require refrigeration.

9 a.m.-3 p.m. Mar 18 1 Session Vanessa Goslin CEX-4956-03 D-104, IVCC

Prepare yourself for the SAT (Scholastic Aptitude Test). You will Prepare yourself for the SAT (Scholastic Aptitude lest). You will learn general test-taking skills, answering strategies for handling each type of question, time restraints and the scoring system. This class is designed to coach you to do your best on the SAT and demystify college admission testing. Preparing for the SAT will not produce perfect scores, but it will improve your score by reducing "test anxiety" that can limit your performance during the exam. Please bring a pen/pencil and notepaper to class. This course meets a total of two sessions. A textbook "Accelprep for the SAT Test" is included in the price of this course. Seating is limited for this class. Two classes have been scheduled. Please see below for information on a class meeting in Ottawa at the IVCC Ottawa Center and the class meeting at IVCC's Main Campus in Oglesby.

#### Take it at IVCC's Main Campus in Oglesby

\*registration deadline Feb 10

Sat Feb 18 CTC-208 9 a.m.-1 p.m. Sat 9 a.m.-12 p.m. Feb 25 CTC-214 Heather Crawley 2 Sessions YOU-3502-02

& Bernie Moore

#### Take it at the IVCC Ottawa Center (located at 321 W. Main St, Ottawa)

\*registration deadline Feb 17 Sat 9 a.m.-1 p.m.

Feb 25 **Room 112** 9 a.m.-12 p.m. Room 104 Mar 4 Heather Crawley 2 Sessions YOU-3502-602

& Bernie Moore

POSTAL CUSTOMER

# **IVCC Summer Youth Camps**

