



Continuing Education Center

Spring 2014 Schedule | www.ivcc.edu/cec

No Place So Close Can Take You So Far

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Scan for
additional information.



Build
your future here.

WELCOME TO THE NEW **COMMUNITY TECHNOLOGY CENTER!!**



IVCC recently opened the doors to the new Peter Miller Community Technology Center. The Continuing Education Center is excited to move our office into this new state-of-the-art facility. We now have access to more classrooms with new equipment and technology with more space for the classes you look forward to and love! Join us this semester and see the many changes happening on our campus.

NEW FACILITIES

CULINARY

A new demonstration culinary kitchen features professional grade equipment and state-of-the-art demonstration technology. Multiple cameras allow students to view preparation techniques and enjoy the entire cooking experience from their seats!

HEALTH AND WELLNESS

Whether you are meditating or breaking a sweat, you will be amazed with what our new fitness room has to offer! Covered with bamboo flooring, this spacious and bright room creates a Zen atmosphere. Now we are able to offer more convenient class times and a greater variety of them!

BUSINESS AND PROFESSIONAL TRAINING

New conference facilities enable us to offer workshops in a more businesslike setting. Cutting edge technology and sizable space allows more opportunities to provide training programs for professionals in our community.

Note: If you see CTC in front of the room number, that class is in the new Community Technology Center.

NEW PROGRAMS

CPT... FAST TRACK

Advanced Manufacturing offers some of the highest paying and most satisfying career opportunities available today. 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. The Fast Track CPT course is an accelerated version of the Certified Production Technician. It is recommended primarily for individuals with at least 5 years manufacturing experience or dislocated workers who have limited time available for study. (See Page 7)

MEDICAL CODING COURSE... ICD-10

Due to the upcoming ICD-10 adoption that is going into effect for medical billing and coding, many existing professionals will need to become familiar with the changes and how it will impact healthcare providers. This course is for experienced or current medical coding professionals looking to learn the differences between ICD-9 and ICD-10, federal regulations and compliances, and much more. (See Page 9)

Visit our website...www.ivcc.edu/cec

Check out additional online classes and Ed2go...www.ed2go.com/ivcc

Student Testimonials

See what students have said about our classes...

Classes for Nurses: Candice Chaffee

"Her knowledge base is outstanding."

Classes for Massage Therapists

: Pam Booras

"This was a great class. I learned many techniques that I can use now."

Facebook for Business Marketing

: Ted Parisot

"I increased my Facebook followers from 30 to around 70+, during class!"

Computer Basics: Doreen Balzarini

"Doreen is the perfect instructor for a bunch of newbies! Patient, funny, and very helpful!"

QuickBooks Pro 2013 [Part 1]

: Kathy Baker

"Kathy is very helpful and knows the program very well!"

Fork Lift Train-the-Trainer: Jeff Clark

"This is a very good class. I learned a lot."

How to Use Your iPad: Pamela Klarup

"I learned quite a bit about my iPad and I'm excited to put it to use!"

Culinary Classes: Chef Tim Freed

"This is always a top notch community education culinary experience."

Gardening Classes: Stephanie Stacy

"Stephanie had great suggestions and so many beautiful materials to choose from and work with. Everyone was successful in making beautiful arrangements."

Continuing & Professional Education

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

- 2-3 Computers
- 4 Real Estate
- 4-5 Business
- 6 OSHA, Safety & Water Treatment
- 7 Online Manufacturing & Industrial Career Programs
- 8 Online Career Programs
- 9 Healthcare Career Programs
- 10 Massage
- 11 Nursing
- 12 Teacher
- 13 Food Service Sanitation

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



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

Community Education

- | | | | |
|-------|-----------------------------------|-----------|--------------------------|
| 14-15 | Culinary | 28 | Green Technology |
| 16-17 | Trips | 29 | Youth |
| 18 | Dance | 30 | For Your Information |
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| 22 | For the Home | | |
| 23 | Personal Technology & Photography | | |
| 24 | Gardening | | |
| 25 | Homesteading Conference | | |
| 26 | Mind, Body, Wellness | | |
| 27 | Outdoor Education | | |
| 28 | Dollars & Sense | | |



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

[Continuing Professional Education]



Computers

■ Beginning Word 2010

This class covers beginning-level skills and is ideal for the newer computer user who wants to become well versed in Word. You will be introduced to the Ribbon interface, working with text, printing, using proofreading tools, creating bulleted and numbered lists, tables and forms, and more. **Textbook and 2GB flash drive required.* **CEU: 1.2**

Thu	6-9 p.m.	Feb 6-27	4 Sessions
Doreen Balzarini	E-326, IVCC	CEU-4021-302	\$99

■ Intermediate Word 2010

Explore a variety of features: newsletter columns, WordArt and clip art, document themes, styles, picture editing, using mail merge, footnotes and endnotes, headers and footers, templates, table of contents and indexes, inserting SmartArt graphics, formatting page backgrounds, and more. Each student will create a report and a promotional brochure. **Textbook and 2GB flash drive required.*

CEU: 1.2			
Thu	6-9 p.m.	Mar 20-Apr 10	4 Sessions
Doreen Balzarini	E-326, IVCC	CEU-4022-303	\$99

■ Advanced Word 2010

Take your knowledge of Microsoft Word a step farther. This class will teach you to create a table of contents, track changes in documents, and protect documents. Learn how to integrate other programs with Word including using mail merge features in conjunction with Excel, and creating word documents for use in PowerPoint. Create forms, set passwords, prepare documents for sharing and control document access. **Textbook and 2GB flash drive required.* **CEU: 1.2**

Thu	6-9 p.m.	Apr 17-May 8	4 Sessions
Doreen Balzarini	E-326, IVCC	CEU-4023-304	\$99

■ Beginning Access 2010

This class covers beginning-level skills and is ideal for the newer computer user who wants to become well versed in Access. Topics introduced include the Ribbon interface, creating tables in datasheet view, previewing and printing data, designing databases, creating database objects, formatting tables, lookup fields, field properties, queries, and more. **Textbook and a 2GB flash drive required.*

CEU: 1.2			
Tue	6-9 p.m.	Mar 18-Apr 8	4 Sessions
Doreen Balzarini	E-214, IVCC	CEU-4211-303	\$99

■ Intermediate Access 2010

Take your skills to the next level while using the same proven instructional design as the beginning-level. This class will introduce topics such as designing a relational database, split forms, creating and modifying reports, parameter queries, crosstab queries, customizing input forms, creating custom reports, and more.

<i>*Textbook and a 2GB flash drive required. CEU: 1.2</i>			
Tue	6-9 p.m.	Apr 15-May 6	4 Sessions
Doreen Balzarini	E-214, IVCC	CEU-4212-304	\$99

■ Quickbooks Pro 2013 [Part 1]

Utilize Quickbooks to pay bills to outside vendors, record customer payments and analyze financial data. Navigate the menus, record expenses and pay bills, invoice customers and track receivables, and generate reports and graphs. **Textbook (same book for Part 1 & Part 2) and a 2GB flash drive required. No Class: Feb 17.* **CEU: 1.2**

Mon	6-9 p.m.	Feb 3-Mar 3	4 Sessions
Kathryn Baker	A-323, IVCC	CEU-4708-302	\$119

■ Quickbooks Pro 2013 [Part 2]

Students should be familiar with the basics of Quickbooks to enroll in this course. Students will perform advanced functions including job costing, tracking, creating estimates, working with balance sheets, sales tax, payroll and paying expenses. **Textbook (same book for Part 1 & Part 2) and a 2 GB flash drive required.* **CEU: 1.2**

Mon	6-9 p.m.	Mar 17-Apr 7	4 Sessions
Kathryn Baker	A-323, IVCC	CEU-4709-303	\$119

■ Microsoft Publisher 2010

Students will be introduced to the Publisher ribbon, plan and design publications, use various tools to enhance publications, explore templates, add and edit graphic images, and modify building blocks. Bring your creative side to class to prepare attractive personal, business, and promotional documents. **Textbook and 2GB flash drive required.* **CEU: 1.2**

Thu	6-9 p.m.	Mar 20-Apr 10	4 Sessions
Kathryn Baker	E-214, IVCC	CEU-1203-303	\$99

See pg. 23 for more Software & Technology Classes including Learn to Use Your iPad, Facebook 101, PhotoShop and Shutterfly.

Computers



OTTAWA CENTER COMPUTER CLASSES • • • • •

■ Beginning Excel 2010

Designed for beginners, you will gain basic skills in this spreadsheet program. At the completion of class you will be able to create and edit worksheets, enter formulas, format cells and entries, manipulate data, use various automated tools and create charts. **Textbook and a 2GB flash drive required. No Class: Feb 17.* **CEU: 1.2**

Mon/Wed	3-5 p.m.	Feb 3-24	6 Sessions
Kathryn Baker	Rm 103, Ottawa Center	CEU-4115-602	\$99

■ Intermediate Excel 2010

Learn to work with multi-sheet workbooks, use financial functions and analysis tools, work pivot tables, styles and outlines, use illustrations, and create an Excel database. **Textbook and a 2GB flash drive required. No Class: Mar 10, 12.* **CEU: 1.2**

Mon/Wed	3-5 p.m.	Feb 26-Mar 24	6 Sessions
Kathryn Baker	Rm 103, Ottawa Center	CEU-4116-602	\$99

■ Advanced Excel 2010

Learn to work with spark lines, pivot tables and macros, pivot charts, financial functions, data analysis tools, auditing functions, collaboration, and more. **Textbook and a 2GB flash drive required.*

CEU: 1.2			
Mon/Wed	3-5 p.m.	Mar 26-Apr 14	6 Sessions
Kathryn Baker	Rm 103, Ottawa Center	CEU-4117-603	\$99

■ Beginning Word 2013

NEW Experience the newest version Microsoft has to offer. While covering the same beginning-level skills as Word 2010, Word 2013 boasts new and improved features across the board, spanning document creation to reading, editing, and collaboration. What's even better is that Microsoft has made these advanced features easier for everyone to use. **Textbook and 2GB flash drive required.* **CEU: 1.2**

Fri	12:30-3:30 p.m.	Apr 4-25	4 Sessions
Kathryn Baker	Rm 112, Ottawa Center	CEU-4025-604	\$99

■ Computer Basics [Intro. To Windows]

Learn basic skills for using Windows 7 in this hands-on workshop. If you're new to computers, we'll start 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 use hands-on demonstrations, practice and individual help. **Textbook and a 2GB flash drive required.*

Tue	6-9 p.m.	Feb 4-25	4 Sessions
Doreen Balzarini	A-211, IVCC	CEX-4408-302	\$99

Fri	12:30-3:30 p.m.	Feb 7-28	4 Sessions
Kathryn Baker	Rm 112, Ottawa Center	CEX-4408-602	\$99



DON'T FORGET YOUR TEXTBOOKS!

If you are taking courses at the Ottawa Center, you can have your textbooks delivered to the center at no charge. Have your course number ready. Order books online at www.ivccbookstore.com or call the bookstore at 815-224-0311 for more information.

PLEASE NOTE:

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

Real Estate & Business



■ Real Estate Broker 30-Hour Post License Class

NEW This course completes the 30 hours of post-training needed by newly licensed brokers prior to their first license renewal in Illinois. The course provides 15 hours of instructor led reviews related to license law, risk management, financing and closing transactions, etc. It also provides 15 hours of interactive and practical application exercises.

Wed 6:30-9:30 p.m. Jan 22-Apr 2 10 Sessions
Tom E-324, IVCC CEU-8307-301 \$299
Guttilla

■ Facebook for Realtors

NEW Facebook pages are quickly becoming an essential part of online marketing. Learn how to increase leads and grow your personal brand as a realtor. CEU: .3

Thu 6-9 p.m. Mar 20 1 Session
Ted CTC-216, IVCC CEU-4618-303 \$89
Parisot

■ Creating Effective & Dynamic Business Presentations

NEW The ability to create and deliver effective presentations is a valuable skill in the business world. Learn to focus your ideas, highlight your main points, sharpen your delivery, confidently interface with your audience, and even discover your "personal" style of speaking. Participants will work on both individual and group exercises culminating in the delivery of a short mock presentation to the class. CEU: .3

Tue 6-9 p.m. Feb 11 1 Session
Pamela Klarup CTC-216, IVCC CEU-7601-302 \$59

■ Leadership Strategies for Business Success

NEW One of life's greatest satisfactions is discovering and developing our personal abilities to the fullest extent. But first we must determine exactly where we stand in order to learn how far we have to go, while motivating others along the way. This class will teach you how to increase your potential and help you develop your human relations and leadership skills. Learn the ability to lead, direct, and motivate others in a positive manner. CEU: .6

Tue/Thu 6-9 p.m. Feb 18-20 2 Sessions
Jerry Reynolds E-324, IVCC CEU-8111-302 \$119

■ Mission Possible: Editing and Proofreading Your Own Writing

How many times have you heard people say it's impossible to proofread your own work? And as for editing, who can remember all those rules? Based on the premise that writing is a process (pre-writing, composing, and editing/proofreading), this session will help you master the last task of the process. We'll look at the most common sentence structure and punctuation errors to watch for. Most of the session will be devoted to actual practice with samples provided by the instructor. CEU: .3

Mon 6-9 p.m. Mar 3 1 Session
Dr. Marydale CTC-124, IVCC CEU-7620-303 \$39
Stewart

■ Sell Your Treasures on ETSY

Attention all artists and vintage lovers, the hottest way to sell your artwork or vintage items is online at Etsy.com. This class is for first-time sellers and it will teach you the ins and outs of opening an Etsy shop. Pick up tips on photographing your items, writing effective item descriptions, integrating with social media sites, and simple ways to optimize search engine results.

Tue 6-9 p.m. Mar 4 1 Session
Pamela Klarup CTC-215, IVCC CEX-4611-303 \$39

■ Sales Techniques That Work

NEW The world revolves around sales and what a competitive world that is! This class discusses the most effective ways to propose your product and services from start to finish. Learn personal techniques on how to deliver a presentation, the importance of listening to your customer, and knowing which questions to ask in order to close the deal. CEU: .6

Tue/Thu 6-9 p.m. Mar 18-20 2 Sessions
Jerry Reynolds CTC-123, IVCC CEU-7903-303 \$119

■ Facebook for Business Marketing

This course will help you use Facebook and content marketing to drive traffic to your website and generate awareness for your business. Learn how to grow your business and increase engagement through this social media site. CEU: .3

Tue 6-9 p.m. Mar 18 1 Session
Ted Parisot CTC-216, IVCC CEU-4609-303 \$89

■ LinkedIn for Professionals

LinkedIn is an online networking site that allows you to make connections with other professionals in the work force and has become a cyberspace "must" for everyone currently working or looking for work. In this session, learn how to drive new business and grow your professional network. CEU: .3

Wed 6-9 p.m. Mar 19 1 Session
Ted Parisot E-320, IVCC CEU-4614-303 \$89

Business


SEO Essentials

Are you building a brand new site or want to modify an existing one? Learn the vital components necessary for proper Search Engine Optimization (SEO). Examine how it works and why it is critical for your website and your business to be found by your customers. **No technical skills required.**

Wed	6-8 p.m.	Feb 5	1 Session
Ted Parisot	Rm 101, Ottawa Center	CEX-9535-632	\$55

Mon	6-8 p.m.	Mar 24	1 Session
Ted Parisot	Rm 101, Bldg. H, IVCC-East Campus	CEX-9535-303	\$55

■ Content is King [Get More Out of Your Website]

 Our world is in a current state of information overload. Cover the dos and don'ts of website content. Learn to improve lead generation and get a return on investment. Shift your focus and make your content king. Start to unlock the true potential of the web and make your site stand out among the rest.


Wed	6-8 p.m.	Feb 12	1 Session
AJ Hauser	Rm 101, Bldg. H, IVCC-East Campus	CEX-9533-302	\$55

■ Starting a Business

Overview of how to begin the planning & analysis process of opening your own business. This seminar is intended for those not yet in business.


Tue	6-8 p.m.	Feb 18	1 Session
Bev Malooley	Rm 101, Bldg. H, IVCC-East Campus	CEX-9508-302	\$35

■ Financing Your New/Existing Business

 Before you meet with a lender, attend this seminar to gain insight into what loan officers wish all their clients knew before their first meeting. Learn from a panel of local business lenders who will share the keys to financing your business.


Tue	6-8 p.m.	Feb 25	1 Session
Financial Experts	Rm 101, Bldg. H, IVCC-East Campus	CEX-9532-302	\$35

■ Advanced Business Plan

 Now that you have an idea for a business; it is time to begin putting together a business plan with financial projections. Develop the basic foundation for organizing and writing a comprehensive business plan as well as preparing revenue and expense projections. Learn why it is an important tool for long-range planning, submitting financial proposals, and developing strategies.

Tue	6-9 p.m.	Mar 4	1 Session
Bev Malooley	Rm 101, Bldg. H, IVCC-East Campus	CEX-9538-303	\$90

■ Creating an E-Friendly Newletters for Your Business

 It's a new year, now is the time to develop new customers and retain the current ones. We will teach you methods on how to do this and help you obtain new ideas for your 2014 e-newsletters.


Thu	6-8 p.m.	Feb 20	1 Session
Gina Czubachowski	Rm 101, Bldg. H, IVCC-East Campus	CEX-9534-302	\$45

■ Managing Social Media for Small Business

Enhance your understanding of the internet as a critical marketing tool and learn how to maximize your business goals. Create an internet presence that gets your business found and tools to evaluate and manage your social media platforms.

Tue	6-8 p.m.	Mar 18	1 Session
Gina Czubachowski	Rm 101, Bldg. H, IVCC-East Campus	CEX-9530-303	\$45

■ Strategic Planning Made Easy For Your Small Business

 Knowing where your business is going and keeping it on track takes groundwork. Strategic planning involves defining a mission, establishing goals and objectives, and creating strategies to attain those goals and objectives. Learn how to develop business strategies and take them from plan to action.


Wed	6-8 p.m.	Mar 26	1 Session
Tim Seevers	Rm 101, Bldg. H, IVCC-East Campus	CEX-9539-303	\$55

■ Great Customer Service

Learn how to find, attract and keep customers. Set your business apart.

Tue	6-8 p.m.	Apr 1	1 Session
Bev Malooley	Rm 101, Bldg. H, IVCC-East Campus	CEX-9518-304	\$45

■ Business Research 101

 Access a wealth of free industry & market data to provide a competitive edge for your business. We recommend you schedule a free one-on-one for your specific business.

Wed	6-8 p.m.	Apr 9	1 Session
Gina Czubachowski	Rm 101, Bldg. H, IVCC-East Campus	CEX-9536-304	\$35

Illinois Small Business Development Center

Call to schedule one-on-one Business Planning Consulting at No Charge. **Questions?** Please Call: 815.224.0212

Detailed workshop descriptions – www.ivcc.edu/sbdc

Linked in



twitter



Continuing Professional Education

OSHA, Safety & Water Treatment

■ How to Write or Revise a Safety Policy Manual

All companies, large or small, are required to have written safety and health policies. Many companies either have outdated manuals or none at all. This course will assist you in developing and/or upgrading a safety and health manual by teaching you why a company manual is needed, where to get the information needed, and how to start wording policies that will be specific toward your company. Participants will receive training and software that will assist them in writing their manual. Cost of the software is included in the price of the class. This class is scheduled in a computer lab, however the instructor recommends to bring your work laptop if you have one available. CEU: .2

Mon	12:30-3 p.m.	Feb 10	1 Session
Jeff Clark	E-214, IVCC	CEU-7215-02	\$199

■ Developing a Safety Committee

Employee participation is the key to a proactive safety and health program. Participants will learn the value of team building, safety program development including required written programs, performing job hazard analysis, planning and conducting meetings, and communication. Attendees will learn accident investigation and prevention from the investigators and/or investigative team's point of view, finding the root cause and implementing corrective actions. CEU: .4

Thu	8 a.m.-12 p.m.	Feb 13	1 Session
Jeff Clark	C-325, IVCC	CEU-7217-02	\$149



Water Supply Operations II [Class B]

This intermediate level course on water supply operations prepares workers for the Class B operator license examination, which is administered by the Illinois Environmental Protection Agency. Topics include oxidation, filtration, ion exchange and process waste removal. Additional topics from Class A will be touched upon but the ultimate goal is to prepare operators for the Class B water supply exam. Students will receive 3 hours of college credit for successful completion of this course. Additional Requirements: High School Diploma or G.E.D. equivalent and 3 years of acceptable study, training and responsible experience in water supply orientation. **Two textbooks are required and available at the IVCC Bookstore. No Class: Mar 11.**

Tue	6-9:20 p.m.	Feb 4-May 13	14 Sessions
Eric Thompson	A-300, IVCC	PWS-1201-349	\$499

■ 10 Hour General Industry Training

Participants will learn the major provisions of the Occupational Safety and Health Act. New and updated information on regulations will be discussed. Primary topics include: the inspection and citation process, working and walking surfaces, emergency plans and exit routes, material safety data sheets and labeling, electrical safety, machine guarding, and record keeping. This course can be customized to meet the participants' needs. OSHA's 10 Hour General Industry card will be earned upon completion of this class. CEU: 1.0

Tue/Wed

Tue:	8 a.m.-3 p.m.	Mar 4	
Wed:	8 a.m.-12:30 p.m.	Mar 5	2 Sessions
Jeff Clark	C-325, IVCC	CEU-7203-03	\$269

■ Forklift Train the Trainer

This class will cover the requirements of the 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". This class will review the Powered Industrial Truck Training Standard and include the requirements for an in-house training program. Manually operated pallet movers, earth moving, and agricultural equipment is not covered by this regulation. Hands on driving is not included in the class. CEU: .3

Mon	12:30-3:30 p.m.	Apr 14	1 Session
Jeff Clark	C-325, IVCC	CEU-7214-04	\$129

■ Department of Transportation Hazmat

The Department of Transportation requires training for employees receiving or shipping hazardous materials. This training includes 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. DOT Homeland security training is included in the course. CEU: .4

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



Online Manufacturing & Industrial Career Programs

NEW CPT Fast Track [Certified Production Technician]

- Advance your career and sustain a lifelong, successful career in manufacturing.
- Re-enter the manufacturing workforce and achieve the skills that local employers are seeking.
- Validate your skills with a nationally recognized credential.

Learn skills for work success! Advanced Manufacturing offers some of the highest paying and most satisfying career opportunities available today. 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.

The **Fast Track CPT** course is an accelerated version of the Certified Production Technician. It is recommended primarily for individuals with at least 5 years manufacturing experience or dislocated workers who have limited time available for study. It is also recommended that individuals be at a 9th-grade math and 10th-grade reading level.

This program is strictly online with an online instructor. Independent study requires a computer with high-speed internet access. There are four modules which are approximately 15-18 hours/ module. They consist of:

Manufacturing and Safety

Introduces manufacturing specializations such as mechatronics, precision machining and welding. Covers fire safety, pressurized gases, electrical hazards, and safe machine usage.

Course Number: CEU-5317-02 \$145

Quality and Measurement

Explore ways that manufacturers use data and analysis to improve quality. Students will have the opportunity to earn the Quality and Measurement Certification through the Manufacturing Skill Standards Council (MSSC).

Course Number: CEU-5318-02 \$145

Manufacturing Processes

Students will learn about the varying types of production and will learn about the materials that are used in production and the types of processes used in manufacturing including machining, casting and assembly.

Course Number: CEU-5319-02 \$145

Maintenance Awareness

This course provides a basic understanding of tools and equipment used in manufacturing and knowledge of how to improve productivity through predictive and preventive maintenance.

Course Number: CEU-5320-02 \$145

Students are required to pass a final examination and will earn a certificate of completion after each module. Once all four component examinations are completed, the nationally recognized Certified Production Technician credential is 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. The cost of each exam is \$55. Testing fee is due at the time of registration, along with a one-time registration fee of \$60.

Note: Prior manufacturing experience is highly recommended for success with this online program. Textbooks required and are the same for all modules. They are available at the IVCC Bookstore.

Classes Begin February 3rd and must be completed by May 15th.

HOW TO GET STARTED:

1. Register and pay at IVCC via phone, online, fax, or mail. We accept online registration and payment for courses at www.ivcc.edu/onlinecec. You can phone your registration to 815-224-0447. Mail or fax registrations using the form on page 32. Be sure you registered at IVCC and have paid no later than the day before your class starts.
2. Register with MSSC at <http://candidates.msscusa.org>.
3. Once both registrations have been completed, you will receive an email with additional information on how to begin your classes. Please allow one week from date of registration to begin your classes.

Once the CPT credential is earned, students have the option to continue on and complete the **Certified Production Technician Certificate Program**. Local manufacturers joined IVCC in the design of this program which prepares individuals for jobs in manufacturing and to also help existing employees stay current with the changing industry. This certificate is a combination of the 4 MSSC core-competency classes, Technical Math, along with Career and Job Seeking Skills. By taking just a couple of additional classes, students can earn their certificate in as little as 5 months!

Endorsed by these local employers as a preferred credential for employment:

American Nickeloid Company
Carus Corporation
Eakas Corporation
Hart Electric
HCC, Inc.
James Hardie
Maze Nails

MBL (USA) Corporation
Plymouth Tube Co USA
SABIC Innovative Plastics
Transco Products
Vactor Manufacturing, Inc.
Zip-Pak

Additional Information Contact Jennifer Sowers [phone] 815.224.0280 [email] Jennifer_Sowers@ivcc.edu

Continuing Professional Education

Online Career Programs

Ed2Go is the country's largest and most successful provider of online career training programs. These open enrollment, instructor-led programs are designed to provide the skills necessary to acquire entry-level positions for many occupations. Instructors are involved in the student's online learning experience. Each program has a set of lessons and tests; grades are a combination of computer-graded tests and the instructor's evaluation of the student's work.

Additional information and demos are available at www.careertraining/ed2go.com/ivcc.

Cost of books and materials are included in the tuition fee.

■ Human Resource Professional [120 Hours]

Are you seeking a career in a high-demand field with great opportunities for advancement? In this program, you'll master all the skills you need to gain an entry-level position in the field of human resources. In addition, this program will prepare you to take the PHR (Professional in Human Resources) certification exam. Explore everything from the basics of HR to specific areas such as planning and strategy, human resource laws, hiring disciplines, and labor relations. You'll also obtain a manual of HR documents you'll be able to use for years to come. By the time you're done, you'll be fully prepared to begin your career in this exciting and challenging field. **Note: To take this certification exam, you must have a bachelor's or master's degree in a business-related field or have at least four years of experience in the HR field. Course fee does not include national exam.**

Course number: CPD-5109

Course fee: \$1,795

■ Professional Bookkeeping with Quickbooks 2013 [140 Hours]

NEW Prepare for a career in the high-demand field of bookkeeping and accounting, as you master QuickBooks 2013, the leading financial software tool for small businesses. Even with no bookkeeping experience, you can prepare to do professional bookkeeping for a small business with this course. This online program teaches you to plan a budget, manage payroll systems, and manage accounting. It also makes you aware of the legal standards that apply to accounting methods, giving you the proper credentials you need to practice bookkeeping with confidence. The cost of the program includes the textbook Bookkeeping Made Simple and QuickBooks 2013 software.

Course number: CPD-5106

Course fee: \$1,995

■ Payroll Practice and Management [80 Hours]

Payroll is one of the fastest-changing career fields in the business world today. Constant fluctuation in government rules and regulations make it difficult to keep up. 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're new to the field, you'll acquire solid skills and knowledge of payroll rules and regulations. 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 does NOT include National Exam.**

Course Number: CPD-5102

Course fee: \$1,795

To register, contact the Continuing Education Center at (815) 224-0427.

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.

■ iPhone/ iPad (iOS) Application Developer [200 Hours]

Companies and organizations, both small and large, are looking for new ways to attract current and prospective users of their products, services, and information. These businesses are using iPhone and iPad applications to increase their customer interaction. Additionally, iOS applications bring media and entertainment into the hands of iPhone users who enjoy listening to music, watching videos, and participating in invigorating gaming experiences. Create compelling iPhone and iPad apps with this course, and gain the credentials that will expand your opportunities for employment and set you apart from others competing in the industry. You will build your own application that you can showcase in your portfolio and demonstrate to potential employers. Learn the essentials you need to create iOS apps, and build marketable experience.

Course number: CPD-5306

Course fee: \$1,995

■ Video Game Design and Development [500 Hours]

Video game design and development is challenging, but the rewards are worth it. With this unparalleled comprehensive training program, you'll master skills that open doors to the growing video game industry. Using a comprehensive and analytical approach to game engine architectures, this program offers you the opportunity to learn how to effectively implement game ideas. The curriculum is divided into eight modules covering five major areas of study: programming languages, mathematics skills, 3D graphics pipeline programming, real-time game engine architectures, and artificial intelligence algorithms. Developing and managing the complex environments for games and related visualization applications is a challenging task, but with the right training and professional guidance, the challenge becomes much less daunting.

Course number: CPD-5301

Course fee: \$1,995

Additional Online Career Training Opportunities:

Sustainable Energy
Hospitality & Service Industry
Management & Corporate
Healthcare & Fitness

Business & Professional
IT & Software Development
Media & Design
Skilled Trade & Industrial

Healthcare Careers

■ Exploring Careers in Healthcare Information Session

[Certified Medical Administrative Assistant & Pharmacy Technician]

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 Certified Medical Administrative Assistant and Pharmacy Technician 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	6-7:30 p.m.	Feb 12	1 Session
	C-316, IVCC	CEX-9952-302	Free

■ Certified Medical Administrative Assistant [CMAA]

This comprehensive 50-hour course prepares students to function effectively in many of the administrative and clerical positions in the health care industry. This program covers important background information on the medical administrative profession and interpersonal skills, medical ethics and law, medical office 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. **All materials and textbooks are included in the course fee. The Certified Medical Administrative Assistant Exam (CMAA) will be administered by the instructor at the end of the training program for those students interested in securing national certification. Cost of CMAA exam is NOT included in course fee. Upon successful completion of the course an 80 hour optional externship is available.** *There is no job assistance for this program.*

Tue/Thu	6-9:30 p.m.	Mar 18-May 6	15 Sessions
CCI	E-324, IVCC	CCE-1740-300	\$999

■ Pharmacy Technician

This comprehensive 50-hour course will prepare students to enter the pharmacy field and take the Pharmacy Technician Certification Board's PTCB exam. Technicians work in hospitals, home infusion pharmacies, community pharmacies and other health care settings under the supervision of a registered pharmacist. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions and defining drugs by generic and brand names, dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control, billing and reimbursement. **Prerequisite: A high school diploma or GED plus a solid background in math. Textbook and materials are included in the course fee. Cost of PTCB exam is NOT included in the course fee.**

There is no job assistance for this program.

Mon/Wed	6-9:30 p.m.	Mar 19-May 7	15 Sessions
CCI	C-325, IVCC	CCE-1720-300	\$999

■ ICD-10 Medical Coding Course

NEW This course is for experienced or current medical coding professionals who are looking for an update and review of the issues and challenges they will face with the upcoming ICD-10 adoption. Effective October 2014, the US Department of Health and Human Services (HHS) will require that the standard ICD-9 code sets, which are used in medical billing and coding to report health care diagnoses and procedures, be replaced by ICD-10. This move from ICD-9 to ICD-10 will have a significant impact on healthcare providers and the process for which they receive reimbursement. This program will include a detailed review of both ICD-10 (diagnostic coding) and ICD-10-PCS (inpatient procedural coding system). Additional program elements include: differences between ICD-9 and ICD-10; federal regulation / compliance; using the ICD-10 Manual; how and when to use the ICD-10-PCS; issues surrounding the implementation of ICD-10; documentation challenges; analyzing electronic coding tools; coding from chart notes; coding from operative reports; and detailed hands on coding exercises and case studies using ICD-10.

Tue/Thu	6-9:30 p.m.	Mar 18-May 6	15 Sessions
CCI	CTC-215, IVCC	CEU-3238-303	\$1,299

Find out more about payment plan options by calling 815-224-0490. Payment options are available for students registered by February 19, 2014.

Massage

■ Massage for People Living with Cancer

NEW Oncology massage is at the forefront of complementary modalities used to comfort and heal those who are experiencing cancer treatment or are in survivorship. With an ever-increasing prevalence of cancer in all age groups it is certain that people living with cancer will find their way to your tables. The purpose of this class is to present essential information and provide the necessary hands-on experience to safely and effectively administer massage to any client regardless of their condition. The culminating activity of the class will be to give a relaxation massage to someone with a history of cancer. *Please bring your lunch, snacks, a clean set of sheets for the table, and dress comfortably.* **Class size is limited. Registration deadline is March 28th. This class is for licensed massage therapists only and has been approved by the NCBTMB and the State of IL for 24 CE hours.**

Fri/Sat/Sun	8 a.m.-5 p.m.	Apr 4-6	3 Sessions
Mary Peifer	G-106B, IVCC	CPD-3141-04	\$425
	Gym Building		



Mary Peifer, RN, LMT

Mary has been offering therapeutic massage and bodywork since 2005. As a Registered Nurse Mary's background in community health, along with oncology nursing experience, allows her to embrace the best of both worlds by offering education, nurturance, support and healing to those she serves. Her practice offers restorative, comfort-oriented massage along with Eastern

bodywork, Manual Lymphatic Drainage, and scar tissue work. Mary is a frequent guest speaker and presenter on a variety of health related topics especially massage education. She graduated from the Peregrine Institute of Oncology Massage.

■ Massage Cupping Bodywork Therapy

Massage Cupping is a beneficial therapy for bringing blood flow to stagnated muscles and skin, loosening adhesions, and releasing rigid soft tissue. In this class, the history and theory of massage cupping will be covered in addition to step by step instruction on getting started. All equipment will be demonstrated and each participant will have ample time to experience working with the equipment on others and having the equipment used on them. Equipment used and demonstrated will be glass fire cups, manual vacuum cups, micro cup sets and several other specific aspects of cupping. We will also explore advanced cupping techniques, with focus on specific treatment methods. *This is an experiential workshop and attendees are asked to wear comfortable clothing, bring lunch, a clean set of sheets for the massage table, and if you have a set of cups, please bring those also. There will be cups available to use if needed.* **Class size is limited. This class is for licensed massage therapists only and has been approved by NCBTMB and the State of IL for 7 CE hours.**

Fri	8:30 a.m.-4:30 p.m.	Mar 7	1 Session
Pam Booras	G-106B, IVCC	CPD-3132-03	\$99
	Gym Building		

■ Incorporating Stretching into Massage Therapy

NEW Stretching can be a very important part of massage therapy. In this workshop, various types of stretching will be presented for use during and after a massage therapy session. Specific material will include: types of stretching - Dynamic; Static; PNF and Pin. Students will learn stretch techniques, and determine when stretching is appropriate for use with the client. Class will be primarily hands-on. *Please bring your lunch, snacks, a clean set of sheets for the table, and dress comfortably.* **This class is for licensed massage therapists only and has been approved by the State of IL for 8 CE hours.**

Sun	8:30 a.m.-5 p.m.	Apr 27	1 Session
Michael Hovi	G-106B, IVCC	CPD-3142-04	\$139
	Gym Building		

■ Aromatherapy for Health and Well-Being

This workshop is designed for health professionals and will focus on the clinical and therapeutic uses of aromatherapy. Learn the pharmacological, physiological, and psychological effects of aromatherapy. Practical application for healing, emotional balancing, and stress reduction are demonstrated. Participants will learn a wide variety of techniques for utilizing essential oil preparations. **This class has been approved by the State of IL for 6 CE hours.**

Wed	9 a.m.-4 p.m.	Feb 19	1 Session
Candice Chaffee	C-316, IVCC	CPD-3103-02	\$79

■ Detoxifying Your Body

NEW In the last hundred years, thousands of unresearched chemicals have been introduced into our food, water, and medicine. Toxicity load is deteriorating our health and quality of life. This course will examine how common ingredients and chemicals are sabotaging our bodies. More importantly, we will explore many ways to minimize our exposure, detoxify our bodies, and replace common personal care products with natural, non-toxic ingredients. **This class has been approved by the State of IL for 3 CE hours.**

Wed	9 a.m.-12 p.m.	Apr 2	1 Session
Candice Chaffee	C-316, IVCC	CPD-3144-04	\$39

■ Detoxifying Your Living Environment

NEW According to the EPA, our indoor environment is two to five times more toxic than our outdoor environment! The International Agency for Research on Cancer and the World Health Organization has concluded that 80% of all cancers are attributed to environmental rather than genetic factors. This course will examine how common chemicals are sabotaging our homes and work environments. We will identify sources of indoor pollution as well as dangerous mixtures and reactions of household chemicals. Learn ways to minimize your exposure and replace common cleaning products with natural, non-toxic ingredients. **This class has been approved by the State of IL for 3 CE hours.**

Wed	1-4 p.m.	Apr 2	1 Session
Candice Chaffee	C-316, IVCC	CPD-3145-04	\$39

Nursing

■ The Big C

[What's New in the Diagnosis & Treatment of Cancer]

This seminar provides an update and overview of the pathophysiology of cancer—how it starts, how it spreads, the role of oncogenes, the role of the environment (viruses, hormones, chemicals, etc.), the role of inflammation (gastritis, colitis, esophagitis, hepatitis) as well as many other facts and tidbits about the growth and differentiation of cells. The terms hyperplasia, metaplasia, and dysplasia will also be explained as "fertile soils for cancer" development. Tumor markers and other markers (Estrogen receptors, HER-2, PSA, CEA, BRCA1 and BRCA2) and their use for diagnosis and treatment purposes will also be included. The exciting new drug classes for the treatment of cancer will also be described: the "mabs", the "nibs", and more. Specific cancers to be discussed include breast cancer, prostate cancer, lung cancer, skin cancer, hematologic malignancies, brain tumors and GI cancers. [5 CE hours]

Wed 8:30 a.m.-3:30 p.m. Mar 19 1 Session
Barb Bancroft CTC-124, IVCC CPD-3212-03 \$109

■ Aromatherapy for Health and Well-Being

NEW This workshop is designed for health professionals and will focus on the clinical and therapeutic uses of aromatherapy. *For full course description see pg. 10.* [6 CE hours]

Wed 9 a.m.-4 p.m. Feb 19 1 Session
Candice Chaffee C-316, IVCC CPD-3235-02 \$79

■ Detoxifying Your Body

NEW This workshop is for healthcare professionals interested in how toxicity load is deteriorating our health and quality of life. *For full course description see pg. 10.* [3 CE hours]

Wed 9 a.m.-12 p.m. Apr 2 1 Session
Candice Chaffee C-316, IVCC CPD-3236-04 \$39

■ Detoxifying Your Living Environment

NEW This course is for healthcare professionals and will examine how common chemicals are sabotaging our homes and work environments. *For full course description see pg. 10.* [3 CE hours]

Wed 1-4 p.m. Apr 2 1 Session
Candice Chaffee C-316, IVCC CPD-3237-04 \$39



Ed2Go Nursing
Take it Online!
www.ed2go.com/ivcc

CEU's for Nurses through Allegra Learning Solutions, LLC.

Allegra Learning Solutions is accredited as a provider of continuing education in nursing by the American Nurses Credentialing Center's Commission of Accreditation.

Courses Begin Monthly.

See page 32 for registration directions.

Certificate in Complementary and Alternative Medicine

[22 Contact hours]

Course Number: CPD-3504 \$189

Certificate in Pain Assessment and Management

[24 Contact hours]

Course Number: CPD-3505 \$159

Certificate in Gerontology [44 Contact hours]

Course Number: CPD-3506 \$199

Certificate in Growth and Development through the Lifespan

[15 Contact hours]

Course Number: CPD-3507 \$149

Certificate in Legal and Ethical Issues in Nursing

[23 Contact hours]

Course Number: CPD-3508 \$159

Certificate in Perinatal Issues [20 Contact hours]

Course Number: CPD-3509 \$109

Certificate in Spirituality, Health, and Healing [25 Contact hours]

Course Number: CPD-3510 \$159

NEW Certificate in Holistic Integrative Health [50 Contact hours]

Course Number: CPD-3519 \$475

Certificate in Integrative Mental Health [19 Contact hours]

Course Number: CPD-3512 \$135

Certificate in End of Life Care [18 Contact hours]

Course Number: CPD-3516 \$190

Certificate in Issues in Oxygenation [15 Contact hours]

Course Number: CPD-3517 \$150

Continuing Professional Education

Teachers

■ Online Spanish for School Teachers Start Anytime!

In recent years there has been an amazing increase in enrollment of Spanish-speaking students in our public and private schools. This online course will enable teachers to more effectively interact with Spanish-speaking students and visitors in school situations. Topics include: courtesy phrases, communication strategies, numbers, the Spanish alphabet, classroom management phrases, general instructional management phrases, and much more. *These online classes begin on demand. Call 815-224-0427 to register. Teachers will receive 27 CPDU's for successful completion of this course.*

Course Number: CPD-2302

Course Fee: \$99

■ Easy Classroom Science Workshop

[For Instructors of Grades 1-8]

Get energized about science! Brought to you by the Rockford Discovery Center Museum, this hands-on, project-based, problem-based session will have you making models, gathering data, and weaving science into reading and math. This "Shining Science" workshop will include color and light, reflection, lenses, shapes and shadows. Teachers will also receive the materials they need to repeat these lessons in their own classroom. Course fee includes all of the materials. **Teachers will receive 2 CPDU's upon completion of this course.**

Wed	6:30-8:30 p.m.	Apr 9	1 session
Corrine Sosso	CTC-124, IVCC	CPD-1409-304	\$49



Summer Class Registration
Opens April 1
For the following classes

■ Coaching Teachers for Classroom Success

NEW Del and Susan Goodale are returning for a brand new graduate course! This course allows teachers to select an area of interest (e.g., Common Core, 21st Century Skills, Web 2.0 tools, Differentiation of Instruction, etc.) to study and develop a plan of action in the classroom. Participants will then learn the coaching model through direct experience and then apply that model to their area of study in their work with students. This model of personal and professional development can then be applied to any teaching initiative or individual classroom with emphasis on the strength-based approach to teaching and learning, and the development of resilience, goal-setting, and self-management for students. Teachers can personalize instruction, activate student-centered learning, and engage students in both content mastery and the tools to attain it. **Three hours of graduate credit will be received from Quincy University. Beverages and meals will be on your own.**

Mon-Fri	8 a.m.-4 p.m.	Jun 9-13	5 Sessions
Susan & Del Goodale	TBA, IVCC	CPD-1625-06	\$445

Convenient, Affordable, and Effective

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

HOW TO GET STARTED:

1. Select your course from our web-site: www.ed2go.com/ivcc. Click on "Enroll Now" and complete the online orientation program.
Note: You cannot pay at the ed2go site and are not officially registered with IVCC until you complete Step 2.
2. Register and pay at IVCC via phone, online, fax or mail. We accept online registration and payment for courses at www.ivcc.edu/onlinecec. You can phone your registration to 815-224-0427. Mail or fax registrations using the form on page 32. Be sure you are registered at IVCC and have paid no later than the day before your class starts.
3. Begin the course on the day your class begins. Return to www.ed2go.com/ivcc and click "classroom" link. Log in with the name and password you provided during orientation.

Complete course descriptions, syllabus and demos available at www.ed2go.com/ivcc Classes are 6 weeks long. New classes begin monthly.

Creating a Classroom Web-Site - Learn how to create a classroom web-site in this fun, easy to understand course for teachers. In no time, you'll build a site with text, images, animations, tables, links, and more. Then you'll create a WebQuest and a blog to add to your site.
Course Number: CPD-2105 \$99

Solving Classroom Discipline Problems - A veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.
Course Number: CPD-2208 \$99

Integrating Technology in the K-5 Classroom - Take your teaching to another level with these fun new ways to incorporate technology into your lesson plans.
Course Number: CPD-2103 \$99

Differentiated Instruction in the Classroom - Improve your ability to teach diverse learners with real-world examples from elementary, middle, and high school classrooms.
Course Number: CPD-2204 \$99

Guided Reading: Strategies for the Differentiated Classroom - Learn creative ways to bring differentiated instruction and guided reading to life in your classroom.
Course Number: CPD-2207 \$99

Food Service

Applied Food Service Sanitation [15 hour course]

IVCC has partnered with ServSafe and the National Restaurant Association to offer the Applied Food Service Sanitation course, designed to assist the manager or potential manager apply sanitation principles in the operation of a food service establishment. ServSafe Sanitation Certification Classes offered by IVCC are approved by the Illinois Department of Public Health. 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 for certification in Illinois as a food service manager. Students receive 1 hour of college credit for successful completion of this course. **Two textbooks are required for this class:** *ServSafe Manager, 6th Edition* and the *Illinois Food Sanitation Code Handbook*. **Textbooks are available at the IVCC Bookstore.** *Please note there is a \$40 lab fee included in the tuition for this course for the licensure examination.

Mon/Thu Sara Smith	5-8 p.m. Rm 101, Ottawa Center	Jan 23-Feb 10 FSS-1200-630	6 Sessions \$146
Mon/Wed/Fri Ida Boyle-Bruch	9 a.m.-12 p.m. CTC-123, IVCC	Feb 19-Mar 3 FSS-1200-01	6 Sessions \$146
Mon/Thu Sara Smith	5-8 p.m. Rm 101, Ottawa Center	Mar 17-Apr 3 FSS-1200-631	6 Sessions \$146
Tue/Thu Ida Boyle-Bruch	8 a.m.-12 p.m. CTC-123, IVCC	Apr 1-10 FSS-1200-02	4 Sessions \$146
*April 10 class meets in C-325, IVCC from 8 a.m.-2 p.m.			
Mon/Tue/Thu Ida Boyle-Bruch	5:30-8:30 p.m. G-103, IVCC Gym Building	May 5-15 FSS-1200-300	6 Sessions \$146
Mon/Thu Sara Smith	5-8 p.m. Rm 101, Ottawa Center	May 5-22 FSS-1200-632	6 Sessions \$146

Food Service Sanitation Refresher [5 hour course]

This refresher course fulfills the Food Sanitation Recertification requirements as adopted by the Illinois Department of Public Health. Any person currently holding a Food Service Sanitation Manager's License **MUST** take an approved recertification course in order to renew his/her license. This class must be taken before the license expires. *Please bring your Food Sanitation Certificate Card and a photo I.D. to the first class.* **CEU: .5**

Sat Ida Boyle-Bruch	8 a.m.-1 p.m. A-331, IVCC	Feb 22 CEU-1501-02	1 Session \$49
Mon/Thu Sara Smith	5-7:30 p.m. Rm 101, Ottawa Center	Feb 24 & 27 CEU-1501-632	2 Sessions \$49
Sat Ida Boyle-Bruch	8 a.m.-1 p.m. E-320, IVCC	Mar 22 CEU-1501-03	1 Session \$49
Mon/Thu Sara Smith	5-7:30 p.m. Rm 101, Ottawa Center	Apr 21 & 24 CEU-1501-634	2 Sessions \$49
Sat Ida Boyle-Bruch	8 a.m.-1 p.m. E-324, IVCC	May 3 CEU-1501-05	1 Session \$49



Food Service Sanitation Refresher [5 hour course]

Mon Ida Boyle-Bruch	8 a.m.-1 p.m. TBA, IVCC	Jun 2 CEU-1501-06	1 Session \$49
Mon/Thu Sara Smith	5-7:30 p.m. Rm 101, Ottawa Center	Jun 16 & 19 CEU-1501-636	2 Sessions \$49



DON'T FORGET YOUR TEXTBOOKS!

If you are taking courses at the Ottawa Center, you can have your textbooks delivered to the center at no charge. Have your course number ready. Order your books online at www.ivccbookstore.com or call the bookstore at 815-224-0311 for more information.

PLEASE NOTE:

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



[Community Education]

Culinary

■ DIY: Steak House Night

NEW There is nothing better than a great steak house dinner! Chef Tim will show you how easy it is to turn your next night at the steak house into a DIY night at your own home. We will make the traditional steak house favorites and a couple of Chef Tim's own versions, that will make you the star of the show at your next date night or dinner party. Recipes will include: sausage and parmesan stuffed mushrooms, Caesar salad with homemade dressing, cast iron seared New York strip steak, steak butter, how to make those perfect sautéed onions and mushrooms, bacon and shallot roasted Brussel sprouts, double baked potato and a special dessert. There is a \$20 material fee payable to the instructor the night of class.

Wed	6-9 p.m.	Feb 5	1 Session
Tim Freed	CTC-123, IVCC	HLR-3422-302	\$29

■ Cajun Cuisine

Louisiana culinary cuisine is one of uniqueness and diversity with African, French and local influences making up the main flavors of Louisiana's official taste. We will look at the history of Cajun cuisine, and also cook up traditional Cajun dishes! There is a \$15 material fee payable to the instructor the night of class.

Wed	6-9 p.m.	Feb 19	1 Session
Tim Freed	CTC-123, IVCC	HLR-3925-302	\$29

■ Old World Classics: Eastern Europe

NEW The old country, Eastern Europe, is home to some of the most historic cultures in the world from the Polish, Russian, and the Baltic States. Eastern Europe is an area that has brought some of the best dishes to the dinner table. We will discuss cuisine, food traditions, and authentic old world dishes. Recipes will include: borscht soup, potato pancakes, chicken kiev, golabki, goulash, and a couple other great old world classics. Join us for a great opportunity to reconnect with the old world traditions of Eastern Europe. There is a \$15 material fee payable to the instructor the night of class.

Mon	6-9 p.m.	Mar 3	1 Session
Tim Freed	CTC-123, IVCC	HLR-3934-303	\$29

■ A Few Good Hens: Chicken 101

NEW Chicken is sometimes seen by home cooks as bland, dry, and intimidating to cook properly. Learn how to cook this tasty bird the correct way. Learn the different varieties of chicken available in the United States, how to break down a whole chicken, the difference between a roaster, a fryer, and how to properly handle, store, and cook chicken. Recipes will include: whole roasted chicken, chicken piccata, chicken cacciatore, parmesan crusted chicken breasts, garlic chicken legs, and more! There is an \$18 material fee payable to the instructor the night of class.

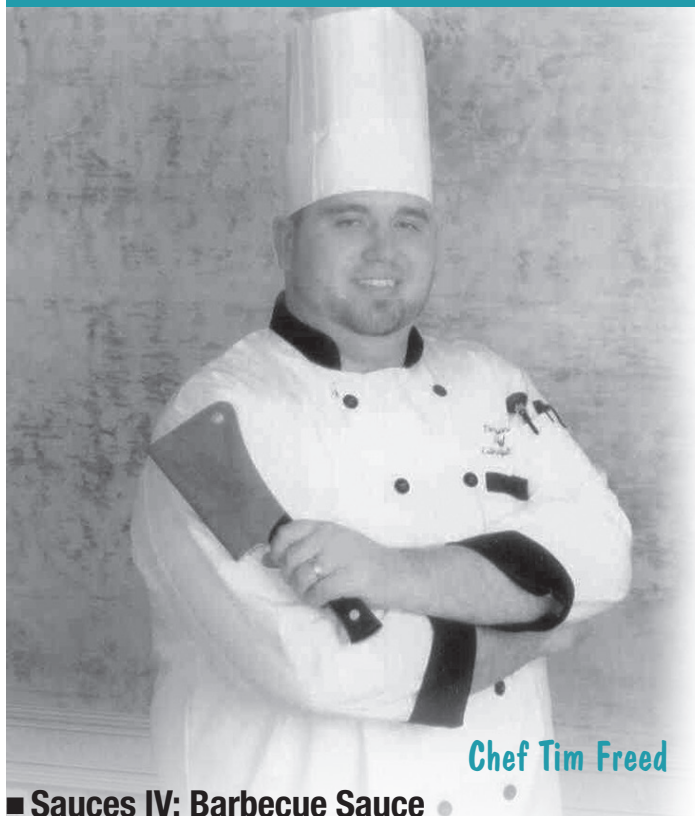
Wed	6-9 p.m.	Mar 19	1 Session
Tim Freed	CTC-123, IVCC	HLR-3423-303	\$29

■ Hog Heaven: Pork Recipes

NEW Pork is versatile, flavorful and just downright good! This class will focus solely on the hog. Discuss different types of pork, the diverse cuts, and some of Chef Tim's favorite recipes. Recipes will touch on different muscle cuts including pork chops, ground pork, bone in pieces of pork, and the tender juicy filet mignon of the hog, the pork tenderloin. We will also go over some recipes for the off cuts of pork as well. There is a \$15 material fee payable to the instructor the night of class.

Wed	6-9 p.m.	Apr 2	1 Session
Tim Freed	CTC-123, IVCC	HLR-3424-304	\$29

Culinary



Chef Tim Freed

■ Sauces IV: Barbecue Sauce

NEW Summer is right around the corner and you'll be firing up the grill to make your favorites. Why use a commercialized processed sauce when you can make your own from scratch! Dive into the 4th installment of our ever popular sauce class series. Barbecue (BBQ) sauces are almost as American as apple pie. Examine the history of BBQ sauces, their differences, regional varieties, and what foods they are best paired with. Recipes include: Kansas City style, South Carolina mustard style, Texas style, Alabama white sauce, sweet peach BBQ sauce, and additional great recipes. **There is a \$15 material fee payable to the instructor the night of class.**

Wed	6-9 p.m.	Apr 30	1 Session
Tim Freed	CTC-123, IVCC	HLR-3935-304	\$29

■ Summer Time Seafood

NEW Seafood is one of Chef Tim's passions and his to pursue to educate the community on culinary topics is spear headed by it. Discuss cooking methods, seasonal availability of summer specific species, and great recipes. Recipes prepared in class will depend on availability. Possible recipes include: marinated shrimp, salmon, red snapper, how to properly grill lobster tails, fish tacos, and Chef Tim's favorite...ceviche. **There is a \$20 material fee payable to the instructor the night of class.**

Wed	6-9 p.m.	May 7	1 Session
Tim Freed	CTC-123, IVCC	HLR-3421-305	\$29



■ Cake Decorating for Beginners

Have you ever wanted to make your own cakes that are not only delicious but also pleasing to the eye? This class is for beginning decorators wanting to learn basic techniques for icing cakes, making borders and a variety of flowers. Learn how to make buttercream frosting and practice lettering. You will learn tips from a professional cake decorator in this hands-on class. *A supply list will be sent to you prior to the start of class.* **There is a \$20 material fee payable to the instructor the night of class.**

Tue	6-8 p.m.	Feb 4-18	3 Sessions
Susan Ellis	CTC-123, IVCC	HLR-3301-302	\$59

Tue	6-8 p.m.	Apr 1-15	3 Sessions
Susan Ellis	CTC-123, IVCC	HLR-3301-304	\$59

■ Intermediate Cake Decorating

If you have mastered the basics, it's time to take your cake decorating to the next step. This class will include making advanced flowers and an introduction to working with fondant. Learn techniques for creating roses and other flowers, advanced borders and how to cover a cake in fondant and trim. *A supply list will be sent to you prior to the start of class.* **There is a \$20 material fee payable to the instructor the night of class.**

Tue	6-8 p.m.	Feb 25-Mar 4	2 Sessions
Susan Ellis	CTC-123, IVCC	HLR-3302-302	\$39

Tue	6-8 p.m.	Apr 22-29	2 Sessions
Susan Ellis	CTC-123, IVCC	HLR-3302-304	\$39

Trips

Time for Tea ...and Flowers too!



Thursday, March 20

Includes: Motor coach transportation, admission to Chicago Flower & Garden Show, High Tea at the Drake Hotel, local garden expert on board the bus to answer your gardening questions, all tips, gratuities and snacks.

Have you got Cabin Fever? The Chicago Flower & Garden Show is a great way to shake it off! We will begin our morning on the motor coach with Stephanie Stacy, local garden expert and IVCC continuing education instructor. Stephanie will share with us some of the "what's hot" in gardening for 2014 and will also take your gardening questions while we make our way to Chicago. The Chicago Flower & Garden Show has blossomed in the Windy City since 1847; providing an experience for the senses and invoking memories of spring after a typically long and cold Illinois winter. The theme this year "Do Green, Do Good", will treat you to the sights, scents and sounds of feature gardens with blooming perennials, annuals and trees; while water features rustle throughout the Festival Halls of Chicago's acclaimed Navy Pier. Local landscape designers and builders create realistic solutions within their feature gardens and displays that inspire and demonstrate the possibilities for your own gardens, yards, or balconies. Over 25 display gardens will inspire you by what you see, educate you on what you can do in your own green space and motivate you to get out there and garden. Additionally the show features a marketplace, workshops, the garden gourmet cooking demonstrations and much more. You will also have time to visit the Navy Pier shops. After you have indulged your floral senses we will head to the Drake Hotel for Afternoon Tea in Palm Court. High society has always recognized The Drake Hotel as the quintessential social hotspot. Princess Diana, Queen Elizabeth and the Empress of Japan have all been seen in the Palm Court. Take in the ambience while sipping on Palm Court's own blend of custom-made tea and delicacies. Sit back, relax, and share your excitement about this enchanting day with new and old friends! **Lunch will be on your own at one of the many food vendors on Navy Pier.**

Date: Thursday, March 20
Time: 8:30 a.m.-6:30 p.m.
Where: IVCC Parking Lot, #4
Course: HLR-8308-403
Fee: \$110



Immigrants to Elite Exploring Chicago's Ethnic & Affluent Neighborhoods



Thursday, April 17

Includes: Motor coach transportation, guided tour, lunch in Chinatown, admission to Hull House and Driehaus Museum, all tips, gratuities and snacks.

A day spent in Chicago is a study in contrasts. Discover the contributions made by various ethnic groups. Then, experience the elegant lifestyle attained by successful citizens who became leaders of this community. Stop at a working Mexican bakery; located in the heart of the 'port of entry' area of Pilsen. Sample specialties made by this family owned business. View the outdoor mural art of this vibrant neighborhood surrounded by grocery stores, gift shops and import stores. Next, visit the original suburban home of real estate developer Charles Hull, built in 1856. The exhibits tell the story of the changes of this area, the creation of America's first settlement house by Jane Addams and the ethnic groups that have passed through the neighborhood. Drive through the neighborhoods that were home to the city's Who's Who. Dozens of these residences are still maintained as they were in the past. Experience the glamour of the South Shore Country Club, which was key to the leisure life of the privileged few. Chicago's colorful Chinatown is the destination for lunch, Cantonese specialties served family style will allow you to enjoy a variety of dishes and flavors. Following lunch, we will tour a magnificent church created by the privileged class. Built before the Great Chicago Fire of 1871, then rebuilt at that time in the lovely splendor of the Arts and Craft movement. Restored to its original decoration, it is maintained today for all to share. Our final stop today is the icing on the cake! America's new aristocracy of the late 1800s heralded their success through their private residences. The Driehaus Museum is one of the finest. Skilled artisans used both domestic and imported materials to create and furnish this amazing home, known today as the 'Marble Palace'. Spend the day exploring Chicago's diversity. Hear the stories and explore the places where both immigrant and elite lived and played.

Date: Thursday, April 17
Time: 7:30 a.m.-6:30 p.m.
Where: IVCC Parking Lot, #4
Course: HLR-8309-404
Fee: \$121



Trips

OPENING THE VAULTS WONDERS OF THE 1893 WORLD'S FAIR

Tuesday, May 6

Includes: Motor coach transportation, admission to the Field Museum and special exhibit, family-style lunch at Piccolo Mondo, guided afternoon tour, all tips, gratuities and snacks.

Just 22 years after the Great Fire devastated the city, Chicago hosted the 1893 World's Columbian Exposition, considered the greatest World's Fair in history! This once-in-a-lifetime event lured millions of visitors and ushered in American optimism during an era marked by financial panic, social turmoil, and technological and scientific advances. Created to commemorate the 400th anniversary of Columbus coming to America; the Fair celebrated cultural and industrial progress. Now, 120 years later, re-live the phenomenon in the exhibition **Opening the Vaults: Wonders of the 1893 World's Fair**, at The Field Museum. Explore archival photos and large-scale projections that transport you through time to experience the Fair's size and grandeur. Examine exotic entries from the original exhibits, including a full-sized model of a giant squid, an odd double coconut, and a meteorite so feared it was kept chained in a dungeon! Through digital technology, you'll learn to play one of the Museum's most treasured artifacts, the Indonesian gamelan, an ensemble of musical instruments featured in performances at the Fair's Javanese Village. Peer beneath the wrappings of a Peruvian mummy, one of the Exposition's most mysterious marvels. The exhibit will feature many items which have rarely, or never, been displayed publicly since they wowed fairgoers more than a century ago. Following our visit to the Field Museum we will have lunch at a Hyde Park eatery, Piccolo Mondo. Enjoy a family style Italian luncheon at this neighborhood favorite located in a historic landmark building. This afternoon will include retracing sites and locations of significance during the fair with renowned Chicago architecture guide, Bill Hinchliff. Learn about the genius architect, Daniel Burnham, City Planner, who created some of Chicago's architectural masterpieces. Take a closer look at the "Golden Lady" Statue of the Republic, walk to the Wooded Island and reconnect to the "White City". Don't miss your chance to experience the Wonders of the 1893 World's Fair. *Recommended reading: "Devil in the White City" by Erik Larson.*

Date: Tuesday, May 6
Time: 7 a.m.-6:30 p.m.
Where: IVCC Parking Lot, #4
Course: HLR-8310-405
Fee: \$129



CHOCOLATE Music & MANSIONS

Wednesday, June 25

Includes: Motor coach transportation, tour Longrove Chocolate Factory, stop at Norton's American store, lunch at Chessie's of Barrington, tour Sanfilippo Estate, all tips, gratuities and snacks.

Delight your senses in Lake County! Experience the wonders of decadent chocolate with this look behind the scenes into the world of Long Grove Confectionary. Gather under the antique stained-glass dome and learn about the origins of the Mangel families' dream of pairing flowers and chocolate together, and their history with Buffalo Grove. Watch the action on the production line and the process that creates some of the best chocolate around. See the ten "edible works of art" including a Monet and Seurat made entirely out of chocolate. At the end of our tour you will have some time to visit the outlet store featuring a variety of chocolate delights! Our next stop is Norton's USA. This unique general store carries only quality American made goods housed in a historic old livery barn. Enjoy lunch at Chessie's Restaurant, a well-known Barrington dining establishment. This historic eatery encompasses the original Barrington Depot and train car. This afternoon we will tour Sanfilippo Estate and the breath-taking Place de la Musique. This 44,000 square foot residence features opulent details of the French Second Empire and houses the world's finest collection of automatic musical instruments including early Edison and Victrola Phonographs, Barrel Organs, Disk Players, Violin Machines and Nickelodeons. Tour the American Orchestration Room, the Arcade Room with its mutoscopes, penny arcade game and enjoy a concert on the world's largest theatre pipe organ; an 80 rank, 8,000 pipe, 1927 Wurlitzer in an auditorium built exclusively for this instrument. The tour continues to the Carousel Pavilion featuring the Eden Palais Carousel featuring an 89' wide and 42' tall carved façade with life-sized carving horses and giant art class butterflies. A sight to behold, 36 hand-carved horses, and four ornate rocking gondolas rotate spectacularly to the sounds of an 89 key Gavioli Band Organ. This will truly be a one of a kind delight for the senses!

Summer Class Registration Tuesday, April 1

Date: Wednesday, June 25
Time: 7 a.m.-7 p.m.
Where: IVCC Parking Lot, #4
Course: HLR-8311-406
Fee: \$127



Dance



■ 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, 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 4-Mar 11	6 Sessions
Jane & Rodney Schomas	Small Gym,	HLR-5108-402	\$56
	Oglesby Lincoln School		

■ Cha Cha Intensive

The first of the Latin basics in Ballroom Dance, Cha Cha is the stepping stone to add a little Latin flair to your dance repertoire. This will be a basic class, working on footwork and some nice turns. ***Please sign up with a dance partner and both persons must register.**

Tue	8:15-9:30 p.m.	Feb 4-Mar 11	6 Sessions
Jane & Rodney Schomas	Small Gym,	HLR-5119-402	\$56
	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'll 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.**

Thu	7-8:15 p.m.	Feb 6-Mar 13	6 Sessions
Jane & Rodney Schomas	Small Gym,	HLR-5102-402	\$56
	Oglesby Lincoln School		

■ West Coast Swing Dance

Learn basic West Coast Swing and footwork to take you up a level. The dance allows for both partners to improvise steps while dancing together, putting West Coast Swing in a short list of dances that put a premium on improvisation. Prior dance experience is a must! ***Please sign up with a dance partner and both persons must register.**

Thu	8:15-9:30 p.m.	Feb 6-Mar 13	6 Sessions
Jane & Rodney Schomas	Small Gym,	HLR-5120-402	\$56
	Oglesby Lincoln School		

■ Intermediate Swing Dance

You've taken Beginning Swing Dance and want more, but you don't feel ready for the advanced class. This is the class for you! Learn intro to Charleston, more turns, and intro to closed dance position among others. This class is a great follow up to the Beginning Swing Dance class. Must have at least one beginning swing class completed.

***Please sign up with a dance partner and both persons must register.**
No Class: Apr 15.

Tue	7-8:15 p.m.	Mar 25-May 6	6 Sessions
Jane & Rodney Schomas	Small Gym,	HLR-5118-403	\$56
	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 partner and both persons must register.** *No Class: Apr 15.*

Tue	8:15-9:30 p.m.	Mar 25-May 6	6 Sessions
Jane & Rodney Schomas	Small Gym,	HLR-5103-403	\$56
	Oglesby Lincoln School		

■ Oglesby Lincoln School is located at 755 Bennett Ave., Oglesby ■

Music

■ IVCC Jazz Ensemble

Have you ever wanted to participate in a jazz ensemble? This course provides a study of style and techniques in the jazz idiom. The course is open to all wind instrument players as well as piano, guitar, bass and drum set players. Students will also participate in public performances throughout the semester. Prerequisite: Performance ability on a wind instrument, piano, guitar, bass or drum set. **Students must own their own instrument. Late enrollments accepted.**

No Class: March 11.

Tue	6:30-9 p.m.	Jan 14-May 13	17 Sessions
Tim Karth	D-223, IVCC	HLR-5116-301	\$25

■ You Can Uke

Catch the ukulele wave. It's a simple instrument and a wonderful way to relax with friends on a porch or in your backyard. The ukulele's popularity comes from its ease to learn and play. This course is designed to get you up and strumming. Course instruction covers basic chords and strums, along with open jamming. Please trim long finger nails before class. Course fee includes materials valued at \$47 including a ukulele, pitch pipe, and song book. **Registration deadline for this class is: March 17.**

Sat	9-11 a.m.	Mar 29	1 Session
Todd Volker	Rm 101, Ottawa Center	HLR-5114-603	\$79

■ Instant Guitar for Hopelessly Busy People

Have you always wanted to learn the guitar, but simply can't find the time? In just a few hours you can learn enough about playing the guitar to give you years of musical enjoyment. This crash course will teach you basic chords and get you playing along with your favorite songs right away. Topics include: how chords work in a song, how to form the 3 main types of chords, learn to tune your guitar, basic strumming patterns, how to play along with simple tunes and what to look for when buying a good guitar. **Bring your acoustic guitar and a \$29 material fee to the instructor at class for an instructional book and DVD. For more information on this workshop, check out the website: www.instantguitarnow.com.**

Mon	4-6:30 p.m.	Apr 7	1 Session
Craig Coffman	CTC-124, IVCC	HLR-5110-04	\$45

■ Instant Piano for Hopelessly Busy People

If you're like most adults, you don't have the time to take piano lessons once a week. Learn the secrets of the trade and all the chords you need for years of musical enjoyment in just one evening! In class you will learn how to play several songs and then practice your technique at home using an exclusive audio CD designed by your instructor. If you can find middle C and know the meaning of "Every Good Boy Does Fine", you already know enough to register for this class with confidence. **There is a \$28 lab fee payable to the instructor in class for your spiral textbook and audio CD for practice at home.**

Mon	6:45-9:45 p.m.	Apr 7	1 Session
Craig Coffman	CTC-124, IVCC	HLR-5107-304	\$45

Creative Arts

■ Sell Your Treasures on ETSY

Attention all artists and vintage lovers, the hottest way to sell your artwork or vintage items is online at Etsy.com. This class is for first-time sellers and it will teach you the ins and outs of opening an Etsy shop. Pick up tips on photographing your items, writing effective item descriptions, integrating with social media sites, and simple ways to optimize search engine results.

Tue	6-9 p.m.	Mar 4	1 Session
Pamela Klarup	CTC-215, IVCC	CEX-4611-303	\$39

■ Basic Bracelet and Earrings

This course is designed for the beginning jewelry-maker. You'll make a bracelet using basic stringing techniques as well as a pair of earrings. Please bring a pair of fingernail clippers to class. **There is a \$7 material fee payable to the instructor the night of class.**

Tue	6-8 p.m.	Feb 18	1 Session
Carey Burns	C-326, IVCC	HLR-2761-302	\$25

■ Earring Party II: Holiday Sparkle

NEW In this course, you'll make dazzling earrings for Independence Day, Thanksgiving, Christmas, and New Year's Eve using headpins, eye pins, and Swarovski crystals. Please bring a pair of wire cutters and round or needle nose jewelry pliers to class. **There is a \$15 material fee payable to the instructor the night of class.**

Tue	6-8 p.m.	Apr 22	1 Session
Carey Burns	C-326, IVCC	HLR-2771-304	\$25

■ Watercolor Painting [Beginners & Intermediate]

NEW Become a budding artist. Discover the joys and challenges of watercolor. This class offers step by step guidance in creating realistic landscapes, seascapes and still life painting. Do not purchase art supplies prior to class. **You will receive a list of supplies at the first class. If you already have watercolor supplies from previous projects, bring them to class so the instructor can review them.** *Melody Best has taught in a variety of art mediums since 1990. She is a member of the Prairie Arts Council and is certified by the New York Botanical Garden in Botanical Drawing/Painting. Melody holds a B.S. in Art from Eastern Illinois University.*

Thu	6:30-8:30 p.m.	Feb 20-Mar 27	6 Sessions
Melody Best	Rm104, Princeton High School	HLR-1109-402	\$135

Tue	6:30-8:30 p.m.	Apr 8-May13	6 Sessions
Melody Best	Rm 101, IVCC Art Room	HLR-1109-304	\$135

■ Learn to Knit

Knitting is now popular among all ages for creating unique, one-of-a-kind projects. From basic scarves and pot holders to colorful socks and intricate lace shawls, knitting is being seen everywhere and done by almost everyone. In this class you will learn how to cast on, knit, purl, bind off, increase, decrease, garter stitch, stockinette stitch, ribbing, seed stitch and most important of all, how to read a pattern. At the end of this class, you will have a firm foundation upon which to build. **There is a \$10 material fee payable to instructor at class.**

Jane Vogt has been doing craft work all her life and loves learning. She is skilled in knitting, crochet, needlepoint, cross-stitch, many types of bead work, and weaving.

Mon	6-9 p.m.	Mar 10-24	3 Sessions
Jane Vogt	CTC-123, IVCC	HLR-2712-303	\$59

U Knitting [Level 2]

NEW Continue your handmade journey. Learn intarsia, entrelac, 3-needle, cables, and i-chord techniques. Students should have taken "Learn to Knit" in a previous semester, or have experience with knitting prior to taking this class. **A list of supplies will be sent to the student prior to the start of class.**

Wed	6-9 p.m.	Apr 16-30	3 Sessions
Jane Vogt	Rm 101, Ottawa Center	HLR-2713-634	\$59

Mon	6-9 p.m.	Apr 28-May 12	3 Sessions
Jane Vogt	C-326, IVCC	HLR-2713-304	\$59

U Crochet [Level 2]

NEW Take your crochet skills to the next level. Learn broomstick lace, entrelac, tapestry, tunisian and filet crochet techniques. Students should have taken "Learn to Crochet" in a previous semester, or have experience with crochet prior to taking this class. **A list of supplies will be sent to the student prior to the start of class.**

Wed	6-9 p.m.	Feb 19-Mar 5	3 Sessions
Jane Vogt	Rm 101, Ottawa Center	HLR-2770-632	\$59

Wed	6-9 p.m.	Mar 26-Apr 9	3 Sessions
Jane Vogt	C-326, IVCC	HLR-2770-303	\$59



Creative Arts

Creative Gourd Art

There are 23 different types of gourds that you will learn about in this introduction to gourd art. You will work with two different types of gourds as you learn how to clean the inside and prepare the outside surface for using as the base for a variety of techniques including painting, sculpting, and carving. Learn how to turn the common gourd into a work of art that you can keep for years to come. Tools used in class will be provided by your instructor. **There is a \$20 material fee payable to the instructor on the first night of class.**

Registration deadline is March 18. *Bill Ferguson is a member of the Illinois Gourd Society and American Gourd Society. He has been working with gourds for many years. Bill has a background in Art Education and Art History from Southern Illinois University.*

Tue	6-8 p.m.	Apr 1-22	4 Sessions
Bill Ferguson	Rm 101,	HLR-2301-634	\$65
	Ottawa Center		

■ Garden Mosaic I: Stepping Stone

Discover the art of mosaics as you complete a beautiful stepping stone for your garden. For beginners, you'll learn the basic techniques to make a stone that will weather and decorate your garden. This is a first step to mosaics and once you complete this piece you will see endless possibilities to be transformed by mosaics. **Please bring a \$16 material fee to the first class.** *JoEllen Fiorentini has created numerous garden mosaics from bowling balls to birdbaths. With a degree in Art from Illinois State University, she has been decorating Bergners for over 30 years. As a member of the Utica Garden Club, she has been inspired to bring art to her garden.*

Tue/Thu	6-8 p.m.	Mar 18-27	4 Sessions
JoEllen Fiorentini	B-101, IVCC	HLR-2742-303	\$59
	Art Room		

■ Garden Mosaic II: [You Pick the Project]

Advance your mosaic skills. This class is for students who have taken the Garden Mosaics I: Garden Stepping Stone class. The techniques learned in the first class will be applied to a mosaic project of your choice. The student must supply their own project piece (ie. birdhouse, fairy house, bowling ball or pin, flower pot, etc.) with prior arrangements discussed with your instructor one week prior to the start of class. Students will also be able to design and supply pieces of tesserae for their mosaic project. **Please bring a \$15 material fee to the first class.**

Tue/Thu	6-9 p.m.	Mar 18-Apr 3	6 Sessions
JoEllen Fiorentini	B-101, IVCC	HLR-2767-303	\$92
	Art Room		



Summer Class Registration

Opens April 1

For the following classes

■ Carve a Personalized Print

Create a relief print of your child (or grandchild), a friend, a pet, or an animal. Learn basic printmaking techniques, such as hand carving your print block, inking, and printing to create your own unique prints. Learn how to use printmaking techniques to create frameable art, greeting cards, print on fabric; including t-shirts, or create a pop-art effect. Students should bring a 4 X 6" *CLOSE-UP photograph of their child (or grandchild), a friend, a pet, or an animal to class.

*Close-up photograph: A photograph taken from a short distance that gives a very detailed picture, such as a picture that frames the face and shoulders. **Please bring a sack lunch to class. All materials are included in the course fee.**

Sat	9 a.m.-1 p.m.	Jun 7	1 Session
Vanessa Goslin	B-101, IVCC	HLR-2760-06	\$48
	Art Room		



Community Education

Glass Art

Hot Glass Experience I

Glassblowing is a technique that was invented by the Phoenicians around 3500 years ago; now you will have the opportunity to learn the art of working with studio glass! Students will learn about the history of hot glass, introduction to equipment, and safety precautions. This is an introductory level class. Each student will complete two paperweights during this class; a standard paperweight and a jellyfish paperweight. Students will learn a shaping technique rather than a blowing technique. Paperweights must cool in an annealing oven at the studio overnight before they can be taken home. Class will be held at the Starved Rock Hot Glass Studio in Ottawa. **There is a \$10 material fee payable to the instructor at class.**

Sat	1-4 p.m.	Feb 8	1 Session
Laura Johnson	Starved Rock Hot Glass, Ottawa	HLR-2748-402	\$59
Sat	1-4 p.m.	Mar 8	1 Session
Laura Johnson	Starved Rock Hot Glass, Ottawa	HLR-2748-403	\$59

Hot Glass Experience II

In this second level class, students will learn the actual blowing process in working with hot glass. Each student will complete two blown glass vessels, picking their own colors and choosing from a cup, jar, or candleholder. Completed projects must cool in an annealing oven at the studio overnight before they can be taken home. Pre-Requisite: All students registered for Hot Glass Experience II must have completed Hot Glass Experience I prior to taking this course. Class will be held at the Starved Rock Hot Glass Studio in Ottawa. **There is a \$10 material fee payable to the instructor at class.**

Sat	1-4 p.m.	Feb 22	1 Session
Laura Johnson	Starved Rock Hot Glass, Ottawa	HLR-2751-402	\$69
Sat	1-4 p.m.	Apr 26	1 Session
Laura Johnson	Starved Rock Hot Glass, Ottawa	HLR-2751-404	\$69



Hot Glass Experience classes will be held at:
Starved Rock Hot Glass Studio, 700 W. Main St., Ottawa, IL.

For the Home

So You're Buying 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.**

Thu	6:30-7:30 p.m.	Apr 24	1 Session
Tracy Tunnell	CTC-216, IVCC	CDV-5008-304	Free

How to Build Your Dream Home

So you're thinking of building a house? Remodeling your current home to meet your current needs? Decisions! Decisions! This informative class will take you through the house planning stages from turning that first shovel of dirt all the way through to the certificate of occupancy issued by the building inspector. Avoid the "money pit". Learn the dos and don'ts of building your dream home from a former contractor who has 35 years of experience in the building industry. Topics include deciding on the style of your house, visiting showrooms and show homes for ideas, financing, insurance, hiring a contractor, building permits, project schedule, making changes not included in the contract, inspections, warranties, and resolving problems. Whether you plan on building this year or in the future, or remodeling your existing home, this course will help you make informed decisions.

Thu	6-9 p.m.	Mar 13-20	2 Sessions
Gary Schweikert	C-316, IVCC	HLR-5518-303	\$45

Tackling Household Paper Clutter

Is your mailbox overflowing? Haven't seen the top of your home desk in a while? Where's that important bill, receipt, or document? Sound familiar? Then this workshop is for you. What to do with all the paper that comes into your house is what this workshop is all about. You will learn what you should keep and what you should throw out. All of your paper organizing questions will be answered by attending this class. A portion of class will focus on organizing all the paperwork that comes with having kids.

Wed	6:30-8:30 p.m.	Apr 2	1 Session
Beth Randall	CTC-124, IVCC	HLR-5511-304	\$49

BIO



Beth Randall

Beth has been a professional organizer for ten years. She is a member of the National Organization of Professional Organizers. She teaches at colleges, libraries, and for community organizations on the art of organizing both personal and professional spaces. She has been featured on CBS 2 News Chicago and WCIU Chicago.

Personal Technology & Photography

Learn to Use Your iPad

Join us for a relaxed look at the iPad and all the fun things you can do with it. 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. There's a lot to love about the iPad.

Tue 6-9 p.m. Feb 18 1 Session
Pamela Klarup CTC-216, IVCC CEX-1207-302 \$39

Tue 6-9 p.m. Mar 18 1 Session
Pamela Klarup Rm 105, CEX-1207-633 \$39
Ottawa Center

Wed 2-5 p.m. Apr 2 1 Session
Pamela Klarup CTC-216, IVCC CEX-1207-04 \$39

Tue 6-9 p.m. Apr 22 1 Session
Pamela Klarup Rm 105 CEX-1207-634 \$39
Ottawa Center

Facebook 101 [Part 1]

Are you interested in social networking, but do not know where to begin? Are you ready to take the plunge? In this class, students will learn what Facebook is and how it works, create a Facebook profile, and get hands-on experience. A discussion on the pros and cons of Facebook use will be covered along with exploring security and privacy issues.

Tue 6-9 p.m. Mar 4 1 Session
Doreen Balzarini A-212, IVCC CEX-4605-303 \$39

Facebook 101 [Part 2]

NEW Your Facebook profile has been completed and privacy issues explored. So what's next? In this class, students will learn how to find and add friends, create Groups, send and receive messages, share posts on your timeline and navigate your way around your News Feed. You will also be shown how to upload and share pictures and set the privacy level for those pictures.

Thu 6-9 p.m. Mar 6 1 Session
Doreen Balzarini A-212, IVCC CEX-4619-303 \$39

Photoshop CS 6 Introduction

Get creative with all those digital pictures you have been taking and storing! Start retouching and enhancing your digital images with Adobe Photoshop. Through hands-on experience, learn to use some of the powerful tools to edit your photos and images. Class will start with basic skills then add more special techniques like changing the contrast and balance, blurring or re-coloring portions of the photo and correcting defects. Class will be taught on a Macintosh Computer. Please bring a 2GB flash drive to class loaded with 25-30 of your favorite photographs. Students will also be responsible for printing fees, which will be determined on an as used basis.

Mon/Thu 6-8 p.m. Mar 17-24 3 Sessions
Vanessa Goslin B-118, IVCC CEX-4956-303 \$59

Introduction to Shutterfly

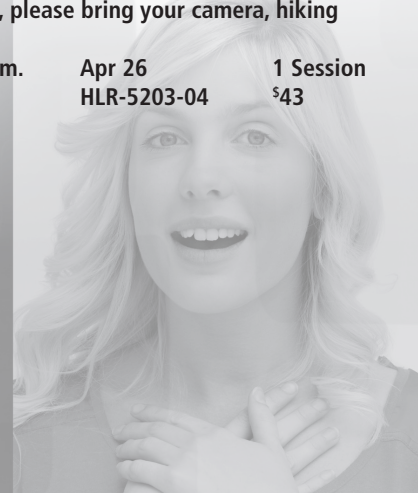
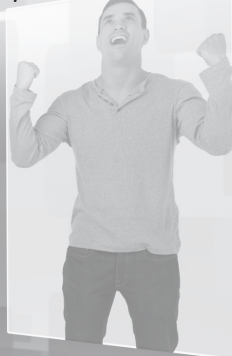
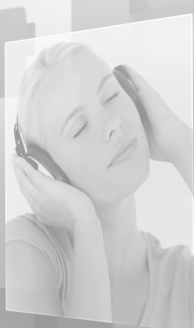
NEW Explore the features of Shutterfly and learn to do more with your digital photos. Learn how to upload, organize and share your digital photos with friends, family and social media. Create digital scrapbooks and photo gifts that can be delivered to your doorstep or picked up at a local store. Sample images will be provided the first night of class. You will be creating Shutterfly accounts in class. If you already have a Shutterfly account, please bring your login and password with you to class. Students should have knowledge of moving photos from their camera to a computer.

Wed 6-8 p.m. Apr 2-9 2 Sessions
Leah Inman A-323, IVCC CEX-4617-304 \$39

Photographing Wildflowers in the Woodlands

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.-4 p.m. Apr 26 1 Session
David Anderson E-213, IVCC HLR-5203-04 \$43



Gardening

Sequential Vegetable Gardens

NEW All vegetable gardeners have been faced with a surplus of one crop one week, and nothing the following week. Focus on maximizing plot productivity as well as proper plant timing to get the most of out of your garden.

Tue 6-8 p.m. Mar 18 1 Session
Stephanie Stacy Rm 101, HLR-5229-633 \$29
Ottawa Center

Vegetable Gardening 101: Planning & Lay Out

NEW Learn about companion planting, which crops do or do not grow well near others and where to place each crop to increase productivity. Bring a list of desired crops as well as garden dimensions, pencil, ruler and paper to begin planning your Spring 2014 vegetable garden.

Thu 6-8 p.m. Mar 27 1 Session
Stephanie Stacy Rm 105, HLR-5230-633 \$29
Ottawa Center

To Seed or Not to Seed

NEW Some plants are easily grown from seed, while others are best left to buy as a plant. Discuss which seeds are the easiest and best to start, when to start them, soil media, germination, and other tips to get seeds growing.

Thu 6-8 p.m. Apr 3 1 Session
Stephanie Stacy Rm105, HLR-5231-634 \$29
Ottawa Center

Thriller, Filler, Spiller: Plant Your Garden Containers Like a Pro

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. 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 vary depending on student material selections.

Sat 2-4 p.m. May 3 1 Session
Stephanie Stacy Garden's Gate, HLR-5225-405 \$19
Ottawa

Sat 2-4 p.m. May 10 1 Session
Stephanie Stacy Garden's Gate, HLR-5225-415 \$19
Ottawa



Summer Class Registration

Opens April 1

For the following classes

Thriller, Filler, Spiller: Plant Your Garden Containers Like a Pro

Sat 2-4 p.m. May 17 1 Session
Stephanie Stacy Garden's Gate, HLR-5225-425 \$19
Ottawa

Sat 2-4 p.m. May 24 1 Session
Stephanie Stacy Garden's Gate, HLR-5225-435 \$19
Ottawa

Let's Plant It

NEW Learn hands-on planting techniques that you can use anywhere: in your own garden, your home town's community garden, or start your own garden plot in Ottawa. You will be introduced to garden guidelines as well as lay-out and functionality. After a brief introduction we will begin putting these techniques to practice by planting a donation plot, or students can start that their own garden plot at the Ottawa Community Garden. *If starting your own garden plot on the day of class, please visit www.cityofottawa.org for more information, fees, and guidelines.*

Sun 8-10 a.m. May 18 1 Session
Stephanie Stacy OCG, Ottawa HLR-5232-405 Free

*This class will meet at the Ottawa Community Garden, 621 E. Dayton Rd, Ottawa.



PLEASE NOTE:

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

Community Education HOMESTEADING CONFERENCE



Homesteading Conference

IVCC's Continuing Education Center will present a one day Homesteading Conference on Saturday, April 5, 2014. Learn the ins and outs of growing, raising and preserving your own food, as well as how to turn your passion into a business. Participants will have a choice of four sessions throughout the day, in addition to the closing general session at the end of the conference. A light continental breakfast and lunch will be provided.

Sat

8 a.m.-5 p.m.

CTC-124, IVCC

Apr 5

HLR-5527-04

1 Session

\$89

8-8:30 A.M. CONFERENCE CHECK-IN

8:30-9 A.M.: WELCOME & OPENING GENERAL SESSION

9:15-10:30 A.M.: BREAK-OUT SESSIONS (CHOOSE ONE)

■ Raising Goats Naturally (Deborah Niemann-Boehle)

Talk about raising goats the way Mother Nature intended; with does raising their own babies and without routine use of drugs. Learn about goats' nutritional needs and creating an environment where they will thrive. Find out about the milking process when does are raising their own kids.

■ Beekeeping 101 (Richard McGinnis)

Are you thinking of becoming a beekeeping hobbyist or are you a seasoned beekeeper? Learn about honey bee life and the products of the hive, what it takes to get started with your own apiary, basic seasonal hive management; Colony Collapse Disorder (CCD), and modern agricultural practices. A local seasoned beekeeper answers questions, offers suggestions and provides resources for apiary management.

■ Canning 101 (Cathy Lafrenz)

Learn the basics of canning with a discussion of equipment and terms. We will be making jam, pickles and demonstrating the use of a pressure canner.

10:45 A.M.-12 NOON: BREAK-OUT SESSIONS (CHOOSE ONE)

■ Choosing Livestock for your Homestead

(Deborah Niemann-Boehle)

Start with an overview of livestock and talk about how to choose the right animals for your homestead and your life depending on your property, your personality and your goals.

■ Looking for a Few Good Hens (Richard McGinnis)

Thinking about having a couple of hens, a small flock or teaching children about responsibility? You can try your hand at animal husbandry with a limited investment and nice reward. Chickens are easy, entertaining and economical. Learn the basics of acquiring and maintaining anything from a small flock to a larger, free range alternative for extra income. Bonus: Coop building tips and tricks CHEAP CHEAP!

■ Canning 101 (Cathy Lafrenz)

Continued from first section

12 NOON-1 P.M.: LUNCH BREAK (LUNCH IS INCLUDED)

1 P.M.-2:30 P.M.: BREAK-OUT SESSIONS (CHOOSE ONE)

■ Making Mozzarella (Deborah Niemann-Boehle)

Mozzarella is one of the simplest cheeses to make. You probably already have all of the equipment needed (a 5-quart pot, a bowl, and a large spoon). Combine milk, rennet, and citric acid with what you learn in this demonstration and you will be making your own mozzarella in no time.

■ Creating a Homestead Business (Cathy Lafrenz)

Discuss the creation of a business plan, ideas, legalities, marketing and expectations.

■ Pastured Pork & Beef Production (Donna O'Shaughnessy)

Pasture raised beef and pork is highly sought after by today's educated consumer. How can meat animals like these be safely cared for out of doors in all four seasons? Learn the basics of fencing, feeding, treating the pasture raised cow, beef or hog utilizing cost effective methods.

2:45 P.M.-4:15 P.M.: BREAK-OUT SESSIONS (CHOOSE ONE)

■ Marketing Your Homestead Business

(Deborah Niemann-Boehle)

Discuss the 4 Ps of marketing (product, promotion, place, and price) and how you can apply them to what you want to sell, whether it is on the farm, at a farmer's market, or online. Discover how you can market your products for free using social media such as Facebook and blogs.

■ Soap Making (Donna O'Shaughnessy)

Soap making is an old fashioned craft making a comeback. Learn how to make your own lard and lye based soaps by observing the process from beginning to end. Watch the amazing conversation of fats and oils as they combine with lye based liquids to create soaps that are excellent for use on your skin, hair and even in your daily cleaning chores.

■ Beginning Herb Gardening (Cathy Lafrenz)

Planning and planting your herb garden. Learn recipes and uses for those herbs that you grow.

4:15-5 P.M. CLOSING GENERAL SESSION

■ Creating a Lifestyle

How does life change for better or for worse when you move towards a more self-reliant lifestyle? We'll talk about meals, cooking, vacations, vehicles, home businesses, homeschooling and more!

Mind, Body, Wellness

■ 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. Learn how to breathe for life! **Bring a blanket and dress comfortably for an exploration of the mechanics and benefits of natural breathing.**

Wed	6:30-7:30 p.m.	Feb 5-19	3 Sessions
Dan Retoff	CTC-121, IVCC	HLR-6108-302	\$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 and a sweater.**

No Class: Mar 12.

Wed	6:30-7:45 p.m.	Feb 26-Apr 9	6 Sessions
Dan Retoff	CTC-121, IVCC	HLR-6101-302	\$45

■ Intermediate Yoga

This class is intended for students who are familiar with fundamentals and basic principles of yoga and are looking for a structured class to support their yoga practice. **It is recommended that students take Beginning Yoga or have experience with yoga prior to taking this class. Wear comfortable, loose fitting clothes and athletic shoes and bring a towel or yoga mat and a sweater.**

Wed	6:30-7:45 p.m.	Apr 16-May 14	5 Sessions
Dan Retoff	CTC-121, IVCC	HLR-6102-304	\$39

■ Strength, Cardio & Core

This functional fitness class will encourage coordination skills, tone your body, zap calories and metabolize fat. 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. The instructor will start at a beginner's level and gradually increase to a more advanced level as improvement is shown. **Please bring a sweat towel and an exercise or yoga mat.** *No Class: Feb 17.*

Mon/Wed	4:45-5:45 p.m.	Feb 10-Mar 24	12 Sessions
Tracie Klieber	CTC-121, IVCC	HLR-6217-02	\$59

■ Yoga Unique to You

Yoga challenges body and mind while building core power and improving stability. All levels of experience welcome. 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, towel, and water to class.** *Tracie Klieber is a Certified Personal Trainer. She has practiced and instructed gentle yoga, intermediate yoga and Ashtanga Yoga for 13 years.*

Tue/Thu	11:30 a.m.-12:30 p.m.	Apr 1-May 8	12 Sessions
Tracie Klieber	CTC-121, IVCC	HLR-6218-04	\$59

■ The Gluten Free Diet and Lifestyle

NEW Learn what foods are off limits, how to handle dining out, and meals on-the-go; as well as stocking your kitchen for Gluten Free cooking and baking. Discuss online and local resources for support and further research. Whether you have or know someone with Celiac Disease, a gluten allergy or sensitivity, or just think you may benefit from a GF diet, this class is for you!

Thu	6-8 p.m.	Mar 6	1 Session
Leah Inman	CTC-124, IVCC	HLR-6309-303	\$25

■ Detoxifying Your Body

NEW In the last hundred years, thousands of unresearched chemicals have been introduced into our food, water, and medicine. Toxicity load is deteriorating our health and quality of life. Examine how common ingredients and chemicals are sabotaging our bodies. Explore ways to minimize our exposure, detoxify our bodies, and replace common personal care products with natural, non-toxic ingredients. **If you are a registered nurse or licensed massage therapist, see pg. 10 for information on registering to earn CE Hours.*

Wed	9 a.m.-12 p.m.	Apr 2	1 Session
Candice Chaffee	C-316, IVCC	HLR-6310-04	\$39

■ Detoxifying Your Living Environment

NEW According to the EPA, our indoor environment is two to five times more toxic than our outdoor environment! The International Agency for Research on Cancer has concluded that 80% of all cancers are attributed to environmental rather than genetic factors. Examine how common chemicals are sabotaging our homes and work environments. Identify sources of indoor pollution as well as dangerous mixtures and reactions of household chemicals. Minimize your exposure and replace common cleaning products with natural, non-toxic ingredients. **If you are a registered nurse or licensed massage therapist, see pg. 10 for information on registering to earn CE Hours.*

Wed	1-4 p.m.	Apr 2	1 Session
Candice Chaffee	C-316, IVCC	HLR-6311-04	\$39

■ Running for Recreation & Fitness

Learn about recreational and fitness running events and opportunities for all ages and genders in La Salle County and adjacent counties. Items to be discussed will include, but are not limited to: individual running, group running, races of various lengths, Kid's Running Clinic, and Women's Running Clinic. There will be a question and answer period. This is an instructional discussion led by members of Starved Rock Runners. **This class is free, but you must pre-register by calling IVCC at 815-224-0447.**

Mon	7-8:30 p.m.	Apr 7	1 Session
Starved Rock Runners	CTC-125, IVCC	HLR-6215-304	Free

Outdoor Education

■ Birding for Beginners [Multi-Generational Class]

Explore the different types of birds that you can see in your backyard as well as the feeders and food that you can use to attract them. We will then adjourn to Starved Rock to use their bird viewing area to identify some of the birds we learned about! We will discuss different books that are great for backyard birding and useful equipment that can come in handy. Students will provide their own transportation to Starved Rock. **Students under the age of 18 may register with a parent or legal guardian who is also registered for and participating in the class. Participants should come dressed for the weather; appropriate for being outdoors. Students should bring binoculars, bottled water, note-taking materials and a sack lunch.**

Sat	10 a.m.-2:30 p.m.	Apr 5	1 Session
Natalie Martin	G-103, IVCC	HLR-5310-04	\$39
	Gym Building		

■ Frisbee Golf

Experience the growing sport of frisbee golf at the IVCC Disc Golf Course. IVCC has one of the top disc golf courses in the Illinois Valley. Learn all the basics of this lifetime sport such as the drive, the approach, and the putt. Learn to throw a disc, similar to a frisbee, farther than you thought possible. There are discs made to go left, right, and straight depending on the hole. Your goal is to get the disc into a big metal basket in as few shots as possible. This sport is appropriate for all ages. If you enjoy the competitive aspect of golf, you will love disc golf. Find out about more courses available in the local area. **Various discs will be provided by the instructor for use during the class. Discs are also available for purchase in the IVCC Bookstore, ranging in price from \$6-\$13.**

Tue	5-7 p.m.	Apr 8	1 Session
Wes Black	Parking Lot 4,	HLR-5309-304	\$21
	IVCC		

■ Native Skills

Human survival depends upon awareness; native scouts learned to be invisible and aware in the wilderness. This class will show you how they did it. Practice stalking and nature observation techniques. Interpret tracks and know what the tracked was doing, and thinking, without having seen them! Know why people get lost in the woods. Track and sign track where others cannot see trails! Learn seasonal native plants. **This class is held outdoors. Please dress appropriately for outdoor conditions. You may also want to bring note-taking materials, camera, lunch, snacks, and water. Class limited to 10 students, must be 18 years of age or older.** *Jason Thompson is a teacher with over 15 years of experience training in and teaching native skills, tools, and philosophy. Formerly independently contracted as a tracker for the DeKalb County Forest Preserve, Thompson is also an active volunteer in local environmental education, and a caretaker of area forests.*

Sat	10 a.m.-3 p.m.	Apr 12	1 Session
Jason Thompson	G-103, IVCC	HLR-5306-04	\$39
	Gym Building		

■ Native Tools

Humans are toolmakers by nature, and native peoples used what they gathered in the wild to survive. This class will show you how. Make cordage from nettle. Practice small game hunting with throwing sticks, and craft a figure-four deadfall trap. Create a bow drill set and try your hand at making fire! Learn seasonal native plants. See other native tool demonstrations. **This class is held outdoors and requires a knife with a 3" fixed, non-serrated blade; you may also want to bring note-taking materials, camera, lunch, snacks, and water. Please dress appropriately for outdoor conditions. Class limited to 10 students, must be 18 years of age or older.**

Sat	10 a.m.-3 p.m.	Apr 26	1 Session
Jason Thompson	G-103, IVCC	HLR-5308-04	\$39
	Gym Building		



Dollars & Sense

■ 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.

Wed	6:30-8 p.m.	Apr 2-16	3 Sessions
Dick Volker	E-213, IVCC	SRS-1113-304	\$35

■ Reduce Your Insurance Costs

[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 at class. Please arrive a half-hour 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.**

Tue/Wed	12-4 p.m.	Apr 29-30	2 Sessions
Jeff Michael	Rm 101, Bldg. H,	SRS-1112-04	Free
	IVCC-East Campus		

■ 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 and mutual funds, the importance of asset allocation, the impact of inflation on your long terms goals and how to plan for retirement.

Wed	6-7:30 p.m.	Apr 23-May 7	3 Sessions
Clint O'Brien	E-324, IVCC	CDV-5001-304	\$35



Green Technology

■ Small Wind Generators

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.

Drs. Robert and Sonia Vogl, both retired professors from Northern Illinois University, have presented programs on alternative energy and solar electricity in over a dozen countries. They have installed a 3.2 kilowatt grid-connected photovoltaic system and a one kilowatt wind generator which provides 70% of their home electrical power. They are active in preserving natural areas and have dedicated 60 acres of their 180 acre home farm to prairie and woodland restoration projects. Robert and Sonia are founders and officers of the Illinois Renewable Energy Association.

Sat	9:30-11:30 a.m.	Feb 22	1 Session
Robert Vogl	E-213, IVCC	HLR-5521-02	\$35

■ Basics of Solar Electricity

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	9:30-11:30 a.m.	Mar 22	1 Session
Robert Vogl	E-213, IVCC	HLR-5522-03	\$35



Youth

U ACT Test Prep

Prepare yourself for the ACT College Aptitude Test. 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 Act and demystify college admission testing. Preparing for the ACT 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 "CliffsNotes ACT Cram Plan, 2nd edition" is included in the price of this course. Seating is limited for this class. This year, two classes have been scheduled. Please see below for information on a class meeting in Ottawa, and the class meeting at IVCC's Main Campus in Oglesby.

Registration Deadline is: Wednesday, March 12.

Take it at the IVCC Ottawa Center

Sat	9 a.m.-1 p.m.	Mar 22	Rm 112
Sat	9 a.m.-12 p.m.	Mar 29	Rm 104
Cathi Nelson & Bernie Moore	2 Sessions	YOU-3501-603	\$85

OR

Take it at IVCC's Main Campus

Sat	9 a.m.-1 p.m.	Mar 29	A-211
Sat	9 a.m.-12 p.m.	Apr 5	CTC-216
Cathi Nelson & Bernie Moore	2 Sessions	YOU-3501-03	\$85

■ Survival 4 Kids: Level 1 [Grades 4-8]

Learn basic Native American hunting skills, compass and orienteering, and survival skills including fire building, shelters, and the basics of survival. This class will take place both in the classroom and outdoors. Students registered for this class should be currently enrolled in grades 4-8. **Please come dressed for the weather, appropriate for being outdoors. Students should bring bottled water.**

Sat	1-4 p.m.	Apr 19	1 Session
Natalie & Joe Martin	G-103, IVCC Gym Building	YOU-2315-04	\$39

■ Survival 4 Kids: Level 2 [Grades 4-8]

NEW In this more advanced survival class, we will expand on our Native American education, which will include learning how to make a bow-drill fire and the usage of different tools; expand on our ability to build shelters; learn about tracking; and explore water purification techniques. We will finish out our day playing some games and testing out our knowledge. Pre-requisite: Students registered for this class should have completed Survival Skills for Kids [Level 1] prior to taking this class. **Please come dressed for the weather, appropriate for being outdoors. Students should bring bottled water.**

Sat	1-4 p.m.	May 3	1 Session
Natalie & Joe Martin	G-103, IVCC Gym Building	YOU-2316-05	\$39



IVCC's Summer Camp for kids and Outdoor Ed'Venture Schedule will be available in April 2014.

To request a copy call: 815-224-0427

Save the Date! Outdoor Ed'Venture Week is July 21-24, 2014

For Your Information



■ SPEAK

[How to Better Understand the Canine Language]

NEW Have you ever wished you could understand what your dog was thinking or feeling? Why are they pacing, who are they barking at, why are they looking at me like that? Well now you can! In this fun, interactive workshop you will learn how to understand what your dog is telling you and also how to communicate with them in a way they understand. In the end, you will create a more loving and rewarding relationship with your dog.

Thu	7-9 p.m.	Mar 13	1 Session
Pam Booras	CTC-124, IVCC	HLR-5609-303	\$25
Sat	9-11 a.m.	Mar 29	1 Session
Pam Booras	Rm 103, Ottawa Center	HLR-5609-603	\$25

Pam Booras

Pam has been working with owners and their dogs professionally for over 20 years. She is a certified Third Way Trainer, Sirius Dog Trainer, certified member of the International Association of Animal Behavior Consultants, and is a past member of many other dog related organizations. She currently offers private behavior consultations and training in your home in the surrounding Ottawa area and offers group classes through NARNIA Pet Behavior and Training.



■ Public Speaking is Fun

NEW No, really, it is fun! If you've always felt shy about standing up in public, now is the time to tackle your fears! Learn to relax in front of others, organize your thoughts, look your audience in the eye, and really make yourself understood. The class atmosphere is low key, supportive, and fun. Participants are encouraged to bring a short speech, special occasion toast, an excerpt from a book, or a monologue to work on in class.

Tue	6-9 p.m.	Mar 25	1 Session
Pamela Klarup	C-316, IVCC	HLR-5435-303	\$39

■ People's Law School

Join area lawyers, who will explain in a language you can understand, how America's legal system works and how it can help you in your daily life. You are welcome to attend any and all sessions. This class is free, but you must pre-register by calling IVCC at 815-224-0447. Classes will meet in CTC-123. If you are unsure of classroom location please stop at the information desk on your way to class.

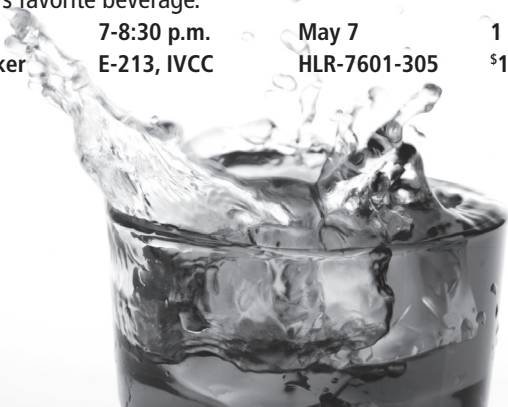
April 3	Can I be sued for a mistake? Defending civil negligence cases
April 10	Please leave me alone! Orders of protection in Illinois
April 17	Real estate title work and transfers
April 24	What do you mean I can not move with my children? Relocating children out of Illinois
May 1	Real estate sales, both residential and commercial

Thu	7-9 p.m.	Apr 3-May 1	5 Sessions
Cynthia Raccuglia	CTC-123, IVCC	CDV-5101-304	Free

■ History of *Coca-Cola*

Are you thirsty...for the history of the world's most famous soft drink...Coca-Cola? Would you like to know how a formula concocted by a pharmacist for baby colic, baseball and World War II were instrumental in the creation and expansion of the most readily recognized and successful corporation in the world? Enjoy an evening of delicious and refreshing nostalgia while learning the history of America's favorite beverage.

Wed	7-8:30 p.m.	May 7	1 Session
Dick Volker	E-213, IVCC	HLR-7601-305	\$19



Online Classes

IVCC Online Courses

Convenient, Affordable, and Effective
Take IVCC ed2go courses anywhere and when
it's most convenient for you

Choose from over
300 online classes
available every month

For Business

Fundamentals of Supervision & Management
A to Z Grant Writing
Achieving Success with Difficult People
Project Management
Starting a Consulting Practice
Introduction to Internet Writing Markets
Accounting Fundamentals
Employment Law Fundamentals

For Teachers [Earn CPDUs]

Spanish in the Classroom
Solving Classroom Discipline Problems
Response to Intervention: Reading Strategies that Work
Singapore Math: Number Sense & Computational Strategies

For Nurses [Earn CE Hours]

Certificate in Pain Assessment & Management
Certificate in Gerontology
Certificate in Perinatal Issues

For Personal Enrichment

Secrets to Better Photography
Pleasures of Poetry
Drawing for the Absolute Beginner
Navigating Divorce
Lose Weight and Keep it Off
Resume Writing Workshop
Instant Italian
Speed Spanish I & II
Photographing People with Your Digital Camera
Get Funny!

HOW TO GET STARTED:

1. Select your course from our web-site: www.ed2go.com/ivcc. Click on "Enroll Now" and complete the on-line orientation program. Note: You cannot pay at the ed2go site and are not officially registered with IVCC until you complete Step 2.
2. Register and pay at IVCC via phone, online, fax or mail. We accept online registration and payment for courses at www.ivcc.edu/onlinecec. You can phone your registration to 815-224-0447. Mail or fax registrations using the form on page 28. Be sure you are registered at IVCC and have paid no later than the day before your class starts.
3. Begin the course on the day your class begins. Return to www.ed2go.com/ivcc and click "classroom" link. Log in with the name and password you provided during orientation.

View our on-line course catalog at www.ed2go.com/ivcc

**View our on-line course catalog at
www.ed2go.com/ivcc**

Pre-registration is required for all classes.

Payment is due at the time of registration.

REGISTER NOW:

[Online] 

www.ivcc.edu/onlinecec

[By Mail] 

IVCC Cashier

815 N. Orlando Smith Road
Oglesby, IL 61348

[By Phone] 

Please call (815) 224-0447

[By 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 cancelled by the Continuing Education Center, you will receive a full refund.

Continuing Education Registration Form

Spring 2014 | Visit our website - www.ivcc.edu/cec



Gender: ☐ Male ☐ Female

Admission Status: ☐ First time college ☐ Re-admit

Social Security Number (must be included) _____

Last Name _____ First Name _____ MI _____

Home Mailing Address _____

City _____ State _____ Zip _____ County _____

Phone: Home () _____ Business () _____ Cell () _____

Date of Birth _____ E-Mail Address _____

Emergency Contact Name _____ Phone () _____

Employer _____

Ethnic/Ethnicity:

1. Are you Hispanic or Latino? ☐ Yes ☐ No

2. Are you from one of the following racial groups? (select all that apply)

☐ American Indian/Alaskan Native ☐ Asian ☐ White ☐ Choose not to respond

☐ Black or African American ☐ Native Hawaiian or other Pacific Islander

3. Please identify your primary racial/ethnic group. (select one)

☐ American Indian/Alaskan Native ☐ Asian ☐ Hispanic ☐ Choose not to respond

☐ Black or African American ☐ Native Hawaiian or other Pacific Islander ☐ White

4. Are you in the US on a Visa – Nonresident Alien? ☐ Yes ☐ No

List type of visa _____ Country of Origin _____

Employment Status: (please select one)

☐ Full-time (FT) ☐ Part-time over 15 hours (PO) ☐ Part-time 15 hours or less (PL)

☐ Homemaker (HO) ☐ Unemployed (UN) ☐ Retired (RE)

COURSE NUMBER	COURSE NAME	FEES

TOTAL _____

Student Signature: _____ Date: _____

PAYMENT INFORMATION

☐ Check enclosed, payable to Illinois Valley Community College

☐ Please charge my credit card for the fees indicated above.

☐ Master Card ☐ Visa ☐ Discover ☐ American Express 3-Digit SecurityCode _____

Card Number _____ Expiration Date _____

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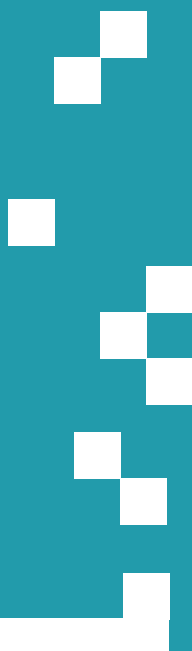


Continuing Education Instructors ONE OF OUR MOST VALUABLE ASSETS

A continuing education instructor is a unique individual. They start with a personal passion in a subject area and end with a desire to share their acquired expertise and help train others in their skill and knowledge.

WHAT IS YOUR PASSION?

Apply Now:
Enthusiastic Instructors



Do you have a special skill or talent that you would like to share with the community? Share your knowledge and passion with others. If you enjoy working with adults, facilitating learning and helping people grow, you may want to consider becoming a continuing education instructor.

IVCC's Continuing Education Center continues to search for competent instructors wanting to teach short-term professional courses & community education courses, day or evening. Here are some areas we are looking at right now!

Management/Leadership

Health and Well-Being

Professional Development in Healthcare

Culinary

Professional Development for Teachers

Personal Interest

Technology

Creative Art & Photography

Can you make a difference in helping to fulfill the lifelong learning needs of our business and community members?

Visit our web-site to download a Continuing Education Instructor Application Form:
www.ivcc.edu/cec or email Jamie_Gahm@ivcc.edu



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Continuing Education Center

The IVCC Business Training Center

(BTC) provides consulting and training solutions designed to help clients maintain a competitive operation and a skilled, knowledgeable workforce. The BTC has earned a reputation for top-notch consulting, instructor excellence, relevant content and practical results-oriented training. We pride ourselves on keeping up-to-date with issues and trends relevant to business and industry.

The Business Training Center will benefit your organization by providing:

- Customized Training
- GAP Assessments & Analysis
- Coaching & Business Consulting
- Grant Funding

Build
your workforce.

contact information

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