



# Continuing Education Center

Spring 2016 Schedule | [www.ivcc.edu/cec](http://www.ivcc.edu/cec)

## Work

Windows 10 **3**

Healthcare Careers **10**

Massage Therapy **14**

Using the Internet Safely **34**

## Play

Get on Track with Your Mac **3**

Beginning Photography **25**

Ecofrifty **27**

Make Ahead Meals **30**

## Get-a-Way

High Tea & High Society **18**

Chicago Highlights **18**

Of Kings & Sisters **19**

Sound of Music **19**

Gardeners on the Go **20**



Scan for  
additional information.



# Greetings!

Welcome to our Spring 2016 edition of the Continuing Education Center course schedule. We want to introduce you to our Continuing Education staff who make these courses and programs possible.



**Monica Near**

(815) 224-0490  
monica\_near@ivcc.edu

Classes for professional development, fast track career programs and online learning.

- Professionals requiring continuing education hours
- Registered nurses
- Teachers
- Massage therapists
- "Fast-track" careers
- Home Inspection
- Online course offerings



**Kim Koehler**

(815) 224-0207  
kim\_koehler@ivcc.edu

Classes for our community and our youth for personal & lifestyle interests.

- Creative arts
- Wellness
- Culinary
- Summer youth camps
- Bus trips
- Dance
- Food Service Sanitation
- Community interest classes



**Jennifer Sowers**

(815) 224-0280  
jennifer\_sowers@ivcc.edu

Classes for businesses & their employees, management, and safety courses.

- Business
- Management
- Leadership
- Safety
- Certified Production Technician
- Computers
- Personal technology course offerings

Contact these managers with your ideas and suggestions for future courses and programs. They are here to serve you and assist IVCC in meeting the lifelong learning needs of our community.

I wish you great success in the New Year. Remember to make IVCC your first choice for lifelong learning!

Peace, ☺  
Jamie Gahm, Director



Visit us on the Web! [www.ivcc.edu/cec](http://www.ivcc.edu/cec)

## Student Testimonials

### See what students have said about our classes...

#### Cyber Security : Miranda Wolf

"Very informative class. Great instruction!"

#### OSHA 10-HR

#### General Industry : Jeff Clark

"This is a very good course that will be applicable immediately."

#### CE for Nurses : Barb Bancroft

"Fascinating instructor & excellent class! Extremely well-prepared & knowledgeable."

#### Learn to Crochet : Jane Vogt

"Instructor went out of her way to come up with a lost family heirloom pattern! So appreciative!"

#### Basic Dog Grooming : Denise Kozell

"Denise was a joy to listen to. She had me excited for the next class."

#### Foxtrot Dance Class :

#### Jane & Rodney Schomas

"I am glad IVCC offers education for adults in the community. It really is a community school. Thank you for that."

#### REGISTRATION CONFIRMATION

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

#### REFUND/CANCELLATION POLICY

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

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

## Continuing & 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 Online Career Programs
- 5 Project Management
- 6 Online American Management Certificate
- 7 Home Inspection
- 7 Real Estate Post-License
- 8 OSHA & Safety
- 9 Online Certified Production Technician
- 10-11 Healthcare Career Programs
- 12-13 Nursing
- 14-15 Massage Therapy
- 16 Teacher
- 17 Food Service Sanitation



ILLINOIS VALLEY  
COMMUNITY COLLEGE

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



## Community Education

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

- |       |                                      |       |                                |
|-------|--------------------------------------|-------|--------------------------------|
| 18-20 | Trips & Tours                        | 30-31 | Culinary                       |
| 20    | Jewelry                              | 31    | Home Brewing                   |
| 21    | Creative Arts                        | 32    | Dollars & Sense                |
| 22    | Heirloom Woodworking                 | 33    | Pet Care, Grooming & First Aid |
| 23    | Gardening                            | 34    | Personal Technology            |
| 24    | Dance & Music                        | 35    | Online Courses                 |
| 25    | Photography                          | 36    | <b>Registration Form</b>       |
| 26-27 | Mind, Body & Wellness                | 37    | Publishing                     |
| 28    | Outdoor Education                    | 37    | ACT Test Preparation           |
| 28    | Green Technology                     |       |                                |
| 29    | Homesteading & Sustainable Lifestyle |       |                                |



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



## IVCC Ottawa Center

## IVCC Main Campus

### Beginning Excel 2013

In this introductory class, you will gain basic skills which include Ribbon interface; entering and editing data; selecting cell and ranges; printing worksheets; creating formulas and functions; formatting cell contents; inserting and deleting columns, rows and cells; creating different types of charts and more. This class will benefit new users as well as professionals upgrading from 2010. *\*Textbook and 2GB flash drive required.* **CEU: 1.2**

|                      |                      |                      |                   |
|----------------------|----------------------|----------------------|-------------------|
| <b>Mon</b>           | <b>6-9 p.m.</b>      | <b>Feb 22-Mar 14</b> | <b>4 Sessions</b> |
| <b>Kathryn Baker</b> | <b>Rm 112,</b>       | <b>CEU-4118-632</b>  | <b>\$99</b>       |
|                      | <b>Ottawa Center</b> |                      |                   |

### Intermediate Excel 2013

Topics include working with large worksheets and multi-sheet workbooks; building advanced functions; creating and formatting tables; inserting clip art, pictures and SmartArt; creating outlines and templates; digital signatures and more. *\*Textbook and 2GB flash drive required. No class: Mar 28.* **CEU: 1.2**

|                      |                      |                      |                   |
|----------------------|----------------------|----------------------|-------------------|
| <b>Mon</b>           | <b>6-9 p.m.</b>      | <b>Mar 21-Apr 18</b> | <b>4 Sessions</b> |
| <b>Kathryn Baker</b> | <b>Rm 112,</b>       | <b>CEU-4119-633</b>  | <b>\$99</b>       |
|                      | <b>Ottawa Center</b> |                      |                   |

### Advanced Excel 2013

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

|                      |                      |                      |                   |
|----------------------|----------------------|----------------------|-------------------|
| <b>Mon</b>           | <b>6-9 p.m.</b>      | <b>Apr 25-May 16</b> | <b>4 Sessions</b> |
| <b>Kathryn Baker</b> | <b>Rm 112,</b>       | <b>CEU-4120-634</b>  | <b>\$99</b>       |
|                      | <b>Ottawa Center</b> |                      |                   |

### Computer Basics - Welcome to Windows 7

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

|                         |                    |                     |                   |
|-------------------------|--------------------|---------------------|-------------------|
| <b>Tue</b>              | <b>6-9 p.m.</b>    | <b>Feb 9-Mar 1</b>  | <b>4 Sessions</b> |
| <b>Doreen Balzarini</b> | <b>A-323, IVCC</b> | <b>CEX-4408-302</b> | <b>\$99</b>       |

### Beginning Word 2013

This class covers key introductory Microsoft Word skills. Topics include the Ribbon interface, working with text, printing, using proof reading tools, creating bulleted and numbered lists, tables, forms and more. This class will benefit new users as well as professionals upgrading from Word 2010. *\*Textbook and 2GB flash drive required.* **CEU: 1.2**

|                         |                    |                     |                   |
|-------------------------|--------------------|---------------------|-------------------|
| <b>Thu</b>              | <b>6-9 p.m.</b>    | <b>Feb 11-Mar 3</b> | <b>4 Sessions</b> |
| <b>Doreen Balzarini</b> | <b>A-323, IVCC</b> | <b>CEU-4025-302</b> | <b>\$99</b>       |

### Intermediate Word 2013

Expand your knowledge of Word by covering features such as newsletter columns, WordArt and clip art, document themes, styles, picture editing, Mail Merge, footnotes and endnotes, headers and footers, templates, tables of contents and indexes, formatting page backgrounds and more. *\*Textbook and 2GB flash drive required. No class: Mar 31.* **CEU: 1.2**

|                         |                    |                     |                   |
|-------------------------|--------------------|---------------------|-------------------|
| <b>Thu</b>              | <b>6-9 p.m.</b>    | <b>Mar 10-Apr 7</b> | <b>4 Sessions</b> |
| <b>Doreen Balzarini</b> | <b>A-323, IVCC</b> | <b>CEU-4026-303</b> | <b>\$99</b>       |

### Advanced Word 2013

Master the most challenging level of Word. Learn how to create a table of contents, indexes, Track Changes, macros and digital signatures. You will also be taught how to integrate other programs with Word including using mail merge features in conjunction with Excel and creating word documents for use in Power Point. *\*Textbook and 2GB flash drive required.* **CEU: 1.2**

|                         |                    |                     |                   |
|-------------------------|--------------------|---------------------|-------------------|
| <b>Thu</b>              | <b>6-9 p.m.</b>    | <b>Apr 14-May 5</b> | <b>4 Sessions</b> |
| <b>Doreen Balzarini</b> | <b>A-323, IVCC</b> | <b>CEU-4027-304</b> | <b>\$99</b>       |

#### PLEASE NOTE:

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



# Computer Classes

## ■ Quickbooks Pro 2015

Whether you are a first time user or upgrading your software, discover all the features QuickBooks has to offer! You will begin with basic navigations such as paying bills to outside vendors, recording customer payments and analyzing financial data. Then move on to advanced functions which include job costing, tracking, creating estimates working with balance sheets, sales tax, payroll and accounts payable. This class is the complete package! \*A 4GB flash drive is included with the cost of the class. Textbook required. No class: Mar 30. **CEU: 2.4**

|               |             |              |            |
|---------------|-------------|--------------|------------|
| Wed           | 6-9 p.m.    | Feb 10-Apr 6 | 8 Sessions |
| Kathryn Baker | A-323, IVCC | CEU-4711-302 | \$199      |

## ■ Get on Track with Your Mac

**NEW** Learn the basic fundamentals when working on an Apple Mac. In this hands-on class, you will begin with mouse and keyboard operations. Once comfortable, you will cover word processing features such as opening a document; making changes to it; use cut, copy and paste; how to save the document and much more. You will also learn ways to use the operating system to organize your files and folders. Students will work at a comfortable pace and will be allowed plenty of time to practice various features. \*Textbook and a 2GB flash drive required.

|           |             |              |            |
|-----------|-------------|--------------|------------|
| Wed       | 6-9 p.m.    | Mar 2-23     | 4 Sessions |
| Amy Weber | D-104, IVCC | CEX-4412-303 | \$99       |

See pg. 34 for more details and a listing of additional software and technology classes including: Photoshop CS6, Using the Internet Safely, Securing Your Electronic Devices, Protecting Your Identity.

## ■ Introduction to Internet and Email

Gain the skills to navigate the Internet and Email. Learn basic and advanced web searches, job search, online shopping and online banking. This class will also include internet security, scam avoidance and identity theft warnings. Students will also be introduced to Yahoo webmail, instant messaging and photo sharing websites. \*Handouts will be provided. A 2GB flash drive required. No class: Mar 29.

|                  |             |              |            |
|------------------|-------------|--------------|------------|
| Tue              | 6-9 p.m.    | Mar 8-Apr 5  | 4 Sessions |
| Doreen Balzarini | A-323, IVCC | CEX-4607-303 | \$99       |

## ■ How to Use Windows 10

**NEW** Master the basics as you learn how to navigate the user interface, work with files, create user accounts and practice using the tools that make Windows 10 the most efficient Windows upgrade yet. Features covered include program controls, menus, working with the Start menu (it's back!), using the task bar and much more. This class will NOT be held in a computer lab. It is recommended that you bring your laptop to class in order to work along with the teacher, but not mandatory in order to participate. All class work will be saved directly to your laptop. \*Textbook required.

|                  |             |              |            |
|------------------|-------------|--------------|------------|
| Tue              | 6-9 p.m.    | Apr 12-May 3 | 4 Sessions |
| Doreen Balzarini | C-316, IVCC | CEX-4411-304 | \$99       |

## DON'T FORGET YOUR TEXTBOOKS!

Books can be purchased at the IVCC Bookstore on Main Campus. If you are taking courses at the Ottawa Center, you can have your textbooks delivered to the center at no charge. Order your books online at [www.ivccbookstore.com](http://www.ivccbookstore.com) or call the bookstore at 815-224-0311 for more information.



# 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](http://www.careertraining.ed2go.com/ivcc)

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

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.

## ■ ICD-10 Medical Coding [200 hours]

ICD-10 is an upgraded diagnostic and procedural medical coding system that, by law, must be implemented throughout the healthcare industry by October 1, 2015. This new coding system is radically different from the version currently in use, so it's important to start preparing for and implementing the massive changes to the existing coding system. This online program offers you comprehensive, robust training in diagnostic and procedural coding, using the ICD-10-CM (diagnostic) and ICD-10-PCS (procedural) coding manuals. This training includes detailed instructions for using the coding manuals, understanding the coding guidelines, and accurately applying the ICD-10 coding steps. There are more than 40 quizzes and exams for diagnoses and procedures by body system to test your knowledge and understanding. In addition, you will find information on the impact of the coding changes on medical coders, healthcare staff, physicians, software systems, documentation, and information technology. The textbooks for this program are included.

Course Number: CPD-5209

Course Fee: \$1,795

## ■ Medical Transcription [240 hours]

Start a new career as a medical transcriptionist with this online training program. You'll gain the skills to transcribe recordings and create medical reports. Your transcription equipment and all materials are included. Students must have a working knowledge of medical terminology and be proficient at keyboarding.

Course Number: CPD-5206

Course Fee: \$1,795

## Additional Online Career Training Opportunities:

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

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

## ■ Video Game Design and Development

[500 hours]

Video Game Design and Development Online Training Program is the place to start if you're seeking a professional career as a video game designer and developer. This program is also well-suited for enthusiastic amateurs and gamers looking to explore this exciting field as a recreational endeavor. 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

## ■ Human Resource Professional [120 hours]

Are you seeking a career in a high-demand field with plenty of opportunity for advancement? In this online program, you'll master all the skills you need to obtain an entry-level position in the popular field of human resources. In addition, this program will prepare you to take the PHR, Professional in Human Resources certification exam, with HRCI (Human Resource Certification Institute) as the certifying body. In this program you'll explore everything from the basics of HR to specific areas such as planning and strategizing, human resource laws, hiring disciplines, and labor relations. You'll also obtain a reference manual of HR documents. By the time you're done, you'll be fully prepared to begin your career in this exciting and challenging field. If you are planning to take the PHR exam, with HRCI as the certifying body, after completing the program, you will need one of the following: one year of demonstrated professional HR, exempt-level experience with a master's degree or higher, or two years of demonstrated professional HR, exempt-level experience with a bachelor's degree, or four years of demonstrated professional HR, exempt-level experience with less than a bachelor's degree. **Course fee does not include national exam.**

Course Number: CPD-5109

Course Fee: \$1,795





# Project Management

## ■ Project Management

Project Management career opportunities are increasing even when the job market is challenging. Developing the project management skills employers' demand can improve your marketability. Ed2go offers two online classes to help you prepare for certification in this field. Students will have 6 months in which to complete the course work and can begin at any time. Once you complete the course of your choice, you will receive a certificate of completion.

## ■ Project Management Essentials with CAPM® Prep [60 hours]

In this program, you'll learn the knowledge and skills essential to project managers and those who work on projects in other support roles. Once complete, students will meet or exceed the educational pre-requisites for the Certified Associate In Project Management CAPM® certification offered through the Project Management Institute. *Students who are interested in earning the CAPM® credentials must schedule and pay for the exam on their own after program completion. Textbooks included.*

### Topics covered include:

- Understand the essential elements of a project management foundation
- Be familiar with most common project management concepts and terminology
- Follow concepts from The Guide to the Project Management Body of Knowledge, PMBOK®

This course is a good choice for those looking for project management experience and those aspiring to obtain a PMI credential. It's also an excellent choice for existing PMI credential holders looking for an approved activity for PMI's continuing certification PDUs.

Course Number: CPD-5112

Course Fee: \$1,195



## ■ Mastering Project

### Management with PMP® Prep [70 hours]

In this program, you will gain a better understanding of how to apply project management concepts and any variations between them. You will learn more advanced project management tasks, such as how to select projects and develop strategies for them, how to create a complex schedule model and how to identify and assess any risks in the project. This program meets or exceeds the educational requirements for those interested in the Project Management Professional PMP® certification. *Students who are interested in earning the PMP® credential must schedule and pay for testing on their own after program completion. Textbooks included.*

### Topics covered include:

- Understand project proposals, definitions and selections
- Manage robust planning components and the Project Management Plan
- Fulfill project manager's role during the project's execution phase
- Assess project recovery alternatives and develop recovery plan
- Manage project closure and transitioning process

Students enrolled in this program should have at least two years' experience managing projects.

This course is a good choice for those aspiring to obtain a PMP® credential. It is also an excellent choice for existing credential holders looking for an approved activity for PDUs.

Course Number: CPD-5113

Course Fee: \$1,295

Additional information and demos are available at  
[www.careertraining.ed2go.com/ivcc](http://www.careertraining.ed2go.com/ivcc)

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

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.



# American Management Certificate

## ■ AMA Online Self Study

IVCC's Continuing Education Center offers quality self-study online courses written and designed by the American Management Association (AMA). Fine-tune your present professional skills, learn new ones and enrich your career with a flexible learning plan that fits your schedule. Measure your knowledge with a variety of testing components, such as pre-test, post-test, chapter exercises, chapter review questions and case studies. You may take individual courses or receive an AMA Self-Study Certificate in an area of concentration by completing your choice of courses totaling **10 CEUs**. *Upon successful completion, you will receive a certificate for the total amount of CEUs earned from AMA.*

## ■ AMA Individual Self Study Courses

Here are some of the topic areas covered by AMA Individual Self Study Courses:

Accounting/ Communications/ Finance for Managers/ Human Resources/ Leadership/ Management/ Manufacturing/ Quality/ Personal Development/ Time Management

*You have 3 months to complete each course.*

\$149

## ■ AMA Self Study Certificate Programs

Earn a certificate by completing a total of 10 CEUs in the following areas:

Administrative Professional/ Finance & Accounting/ General Management/ Human Resources/ Sales and Marketing/ Strategic

Leadership and many more! *The cost of the certificate programs vary depending on which classes you choose. You will have one year to complete the certificate.*

For more information on classes and additional certificates offered visit: [www.flexclassroom.com/ivcc](http://www.flexclassroom.com/ivcc)

Or contact Jennifer Sowers at 815-224-0280.

## HOW TO GET STARTED:

- Go to [www.flexclassroom.com/ivcc](http://www.flexclassroom.com/ivcc) website.
- Choose your course/certificate program.
- Complete online registration and make payment with a credit card. You will receive a confirmation email from AMA and IVCC.
- Begin your course!

**AMA** American Management Association®

[flexclassroom.com/ivcc](http://flexclassroom.com/ivcc)

## ILLINOIS SMALL BUSINESS DEVELOPMENT CENTER



### How can the business advisors help current and future business owners:

- Learn best practices for small businesses
- Begin your business plan development
- Guidance for the start-up basics
- Understand business financing

### Be sure to stay informed upcoming events and seminars on our new website:

[www.starvedrockstartup.com](http://www.starvedrockstartup.com)

Located on IVCC Main Campus

Building C-328

815 N. Orlando Smith Road Oglesby, IL

### Contact us today! (815)224-0212

Director: Bev Malooley

Business Specialist: Gina Czubachowski





## Home Inspection

## Real Estate Post-License

### ■ Home Inspection Pre-Licensing Program [Online]

Open enrollment, register any time.

Prepare for the Illinois Home Inspection State Licensing Exam with this state-approved course. Once the student completes the online portion of the course (approximately 80 hours) they then schedule the five in-field inspections needed to complete the course. Topics include the physical components of a home, communication skills, knowledge of professional practices and insight into what may go wrong as well as the cause and implications of problems that result. Participants will receive clear direction concerning what to look for during an inspection, such as signs of non-performance due to old age, deferred maintenance, weather damage and poor workmanship. The instructors are experienced licensed home inspectors and active members of the American Society of Home Inspectors [ASHI]. **Upon completion of the approved pre-licensing course, applicants must pass the Home Inspection State Licensing Exam before they are eligible for a license in the State of Illinois. Cost of the exam is NOT included in the course fee. Additional fees may apply for the in-field inspections. Email access and an internet connection are required for this course.**

CPD-4102

\$450

Call 815-224-0490 for additional information or to register.

### ■ Real Estate Broker 30 Hour Post-License

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. *Cost includes two transcripts processed through the Illinois Association of Realtors and all materials.* **CEU: 3.0**

|              |                |               |             |
|--------------|----------------|---------------|-------------|
| Wed          | 6:30-9:30 p.m. | Jan 20-Mar 23 | 10 Sessions |
| Tom Guttilla | CTC-214, IVCC  | CEU-8307-301  | \$299       |



# OSHA & Safety

## ■ Developing a Safety Program

**NEW** This course will give guidance in developing an effective safety program. Topics will include developing company safety policies, required training, tips on delivering effective training, establishing a safety committee, managing your safety data sheets and much more. *Students may bring their laptops, however a flash drive is recommended, so that the teacher can pass along additional information.* CEU: .4

|            |                   |             |           |
|------------|-------------------|-------------|-----------|
| Thu        | 8:30 a.m.-12 p.m. | Feb 11      | 1 Session |
| Jeff Clark | C-325, IVCC       | CEU-7258-02 | \$149     |

## ■ OSHA 10 Hour Construction Course

Participants will learn the major provisions of the Occupational Safety and Health in the Construction Industry. Primary topics include the inspection and citation process; working and walking surfaces including ladders and scaffolds; hazardous materials; fall protections; electrical safety; material handling and more. Additional topics can be customized to meet the participant's needs. *OSHA's 10 Hour Construction card will be earned upon completion of this class.*

CEU: 1.0

|            |                  |             |            |
|------------|------------------|-------------|------------|
| Thu/Fri    | 8 a.m.-3:30 p.m. | Feb 25      | 2 Sessions |
| Thu:       | 8 a.m.-12 p.m.   | Feb 26      | \$299      |
| Fri:       | 8 a.m.-12 p.m.   | CEU-7218-02 |            |
| Jeff Clark | C-325, IVCC      |             |            |

## ■ Electrical Safe Work Practices

This course is directed to qualified and unqualified persons, working on or near electrical energized equipment and who risk the possibility of electrical shock. This training will include the topics of understanding the OSHA Subpart S electrical standard and NFPA's 70E Arc Flash requirements including required personal protective equipment, developing energy control procedures (Lock Out 29 CFR 1910.147) and the required annual inspections. CEU: .4

|            |                |             |           |
|------------|----------------|-------------|-----------|
| Tue        | 8 a.m.-12 p.m. | Mar 8       | 1 Session |
| Jeff Clark | CTC-123, IVCC  | CEU-7237-03 | \$149     |



## ■ Dept. of Transportation - Hazardous Materials

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

This training is recommended for persons that:

- Selects a hazardous materials packaging
- Marks or labels a package to indicate that it contains a hazardous material
- Prepares a hazardous materials shipping document
- Loads or unloads hazardous materials for the purpose of transportation
- Operates a vehicle used to transport hazmat

|            |                |             |           |
|------------|----------------|-------------|-----------|
| Thu        | 8 a.m.-12 p.m. | Mar 24      | 1 Session |
| Jeff Clark | C-325, IVCC    | CEU-7304-03 | \$149     |

## ■ Forklift Train the Trainer

This program will review the classroom requirements of OSHA's Powered Industrial Truck Standard. Topics covered will include forklift training requirements, inspection documentation, forklift operation and material handling. Attending this class will satisfy the required classroom portion of the regulation and receive information to develop a site specific forklift program. Driving performance is not included. *Handout materials include an operators manual and a trainers compliance guide.* CEU: .3

|            |                |             |           |
|------------|----------------|-------------|-----------|
| Tue        | 9 a.m.-12 p.m. | Apr 5       | 1 Session |
| Jeff Clark | C-325, IVCC    | CEU-7214-04 | \$129     |

## ■ 10 Hour General Industry

Participants will learn the major provisions of the Occupational Safety and Health Act. New and updated information on the regulations will be discussed. Primary topics include: the inspection and citation process, working and walking surfaces, emergency plans and exit routes, the new Global Harmonization System (GHS), electrical safety, machine guarding and record keeping. 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

|            |                  |             |            |
|------------|------------------|-------------|------------|
| Thu/Fri    | 8 a.m.-3:30 p.m. | Apr 21      | 2 Sessions |
| Thu:       | 8 a.m.-12 p.m.   | Apr 22      | \$299      |
| Fri:       | 8 a.m.-12 p.m.   | CEU-7203-04 |            |
| Jeff Clark | C-325, IVCC      |             |            |





# Online Certified Production Technician

## CPT Fast Track

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

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

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

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

### Manufacturing and Safety

- OSHA Standards
- Production teams
- Training and leadership

*Cost includes the one-time registration fee required by MSSC.*  
Course Number: CEU-5317-02      \$259

### Quality and Measurement

- Blueprint reading
- Quality measurement processes
- Problem solving

Course Number: CEU-5318-02      \$199

### Manufacturing Processes

- Mechanical principles and linkages
- Machine processes, tooling and operations
- Production planning, workflow and control

Course Number: CEU-5319-02      \$199

### Maintenance Awareness

- Machine fundamentals and maintenance
- Basic electrical circuits and measurements
- Machine automation and control concepts

Course Number: CEU-5320-02      \$199

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

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

**Classes Begin February 8th and are open for enrollment throughout the semester.**  
*Select your start date and work at your own pace!*

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

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

For more information about Manufacturing Skills Standards Council (MSSC) and the Certified Production Technician (CPT) Credential go to [www.msscusa.org](http://www.msscusa.org).

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

|                        |                            |
|------------------------|----------------------------|
| Allegion/ LCN          | James Hardie               |
| American Nickeloid Co. | Maze Nails                 |
| The Black Bros. Co.    | MBL (USA) Corp.            |
| Carus Corporation      | Plymouth Tube Co. USA      |
| Eakas Corporation      | SABIC Innovative Plastics  |
| Hart Electric          | Transco Products           |
| HCC, Inc.              | Vactor Manufacturing, Inc. |
| Inman Electric Motors  | Zip-Pak                    |



# Healthcare Career Programs

## ■ Exploring Careers in Healthcare Information Session

[Pharmacy Technician & Medical Billing and Coding]

These programs are offered in partnership with Condensed Curriculum International, Inc. (CCI). Available to both working adults interested in a new career and current professionals, these short term training programs will help you prepare for entry level jobs in healthcare. This free information session will give prospective students information on job outlook, certification requirements and the course content for the Pharmacy Technician and Medical Billing and Coding 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 10       | 1 Session |
| CCI | CTC-124, IVCC | CEX-9952-302 | Free      |

## ■ Medical Billing and Coding

This combined 80 hour billing and coding course offers the skills needed to solve insurance billing problems, how to manually file claims (using the CPT and ICD-10 manual), complete common insurance forms, trace delinquent claims, appeal denied claims and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), ICD-10 (Introduction and Guidelines) and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the service and codes using manuals, (CPT, ICD-10 and HCPCS). Note: After obtaining the practical work experience (6 months to 2 years), students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) Certified Professional Coder Exam (CPC or CPC-H Apprentice); the American Health Information Management Association (AHIMA) Certified Coding Associate (CCA) exam; and/or other National Certification Exams. **Textbooks and materials are included. Cost of exams are not included in the course fee. There is no job assistance for this program.**

|                   |                 |              |             |
|-------------------|-----------------|--------------|-------------|
| Tue & Thu         | 6-9:30 p.m.     | Mar 8-May 5  | 21 Sessions |
| CCI               | E-232, IVCC     | CCE-1750-300 | \$1,899     |
| Class also meets: |                 |              |             |
| Saturdays         | April 9, 16, 30 | 9 a.m.-3 p.m |             |







## ■ Pharmacy Technician

[Optional Externship Available]

This comprehensive 50 hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs", I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parental nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement. In addition to classroom lecture and labs, this program includes an optional clinical externship through a local pharmacy. To be eligible for the clinical externship, students must successfully complete the 50 hour program, submit to a thorough background check, drug screening and meet other requirements. **Prerequisite:** A high school diploma or GED plus a solid background in math. 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 14-May 2 | 15 Sessions |
| CCI       | E-232, IVCC | CCE-1720-300 | \$1,199     |

## ■ Medical Administrative Assistant [Online]

This program prepares students to function effectively in many of the administrative and clerical positions in the healthcare industry. This course covers information on the medical assisting profession, interpersonal skills, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, medical records management and management of practice finances. A great course for those interested in a career as a medical office professional! **Optional externship is available upon completion. National certification exam is not included in the course fee. There is no job assistance for this program.**

Offered online only. Open enrollment, register anytime. Students are given 6 months to complete the program.

Course Fee: \$1,299

[www.healthtoday.com/IVCC](http://www.healthtoday.com/IVCC)

**Payment plan available for students registered by February 17th.**

For additional information  
or assistance with registration please call 815-224-0490  
or email [Monica\\_Near@ivcc.edu](mailto:Monica_Near@ivcc.edu)

## Nursing

### ■ Reclaim Your Health Through Nutrition and Healthy Living

There is so much you can do to improve your health and quality of life. Stop dieting and learn how to make healthier choices. This course will de-mystify vitamins, minerals, popular supplements and herbs, foods that heal, what to eat and what not to eat. You will learn how to make your own kitchen crop, healthful sprouts, chock-full of nutrition and vibrant life force. We will discuss proper food combining to help minimize digestive disturbances. Every little bit helps in empowering you to nourish your body, minimize stress and increase vitality. [6 CE hours]

|                 |               |             |           |
|-----------------|---------------|-------------|-----------|
| Wed             | 9 a.m.-4 p.m. | Mar 2       | 1 Session |
| Candice Chaffee | C-316, IVCC   | CPD-3233-03 | \$79      |

### ■ A New Approach to Stress and Life Management

Stress is the bane of western civilization and culture. Very few of us have been taught constructive ways to manage our lives, time and demands of daily activities. This course can change your life. We will examine and transcend self-limiting beliefs and patterns of thinking. Our reactions to stress reveal much about our inner lives. Infusing eastern philosophy of introspection will provide new approaches to restore authenticity and peace of mind. Learn how to identify the true sources of stress and how we can re-program behavioral responses. We will explore Toltec ancient wisdom in "The Four Agreements" and numerous methods for re-connecting with our natural environment. Join us for refreshing and innovative strategies to reduce, prevent and manage your stress! [6 CE hours]

|                 |               |             |           |
|-----------------|---------------|-------------|-----------|
| Wed             | 9 a.m.-4 p.m. | Apr 6       | 1 Session |
| Candice Chaffee | C-316, IVCC   | CPD-3244-04 | \$79      |

### ■ Aromatherapy

Learn the basic aromatherapy skills required to learn how to benefit from essential oils therapies, and discover how essential oils work in the body. This course will cover 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. [6 CE Hours]

|                 |               |             |           |
|-----------------|---------------|-------------|-----------|
| Wed             | 9 a.m.-4 p.m. | May 4       | 1 Session |
| Candice Chaffee | C-316, IVCC   | CPD-3235-05 | \$79      |

### ■ Hearing Loss, Tinnitus, & Hearing Aids 101

Nurses, do you often see patients that are hearing impaired and have questions or concerns regarding hearing aids? Perhaps you have family members with hearing loss? Learn about the causes and misconceptions of hearing loss and solutions and sales pitches to be cautious of. Nearly 1 in 6 Americans have hearing loss; but fewer than 1 in 4 Americans with hearing loss own hearing aids. Why? Hearing aids are an expensive investment, have become very sophisticated, and there are several brands and companies to choose from. Obtain more information about hearing aids before purchasing and learn about new features such as Bluetooth compatibility with smart phones and tvs. *Luke Meyers is a Clinical Audiologist, with a Doctorate of Audiology from Illinois State University. Beth Wallace is an Audiologist and ENT and Facial Plastic Surgery Consultant, with an M.S. in Audiology from Illinois State University.* [2 CE Hours]

|                             |                 |             |           |
|-----------------------------|-----------------|-------------|-----------|
| Tue                         | 10 a.m.-12 p.m. | Apr 5       | 1 Session |
| Luke Meyers<br>Beth Wallace | CTC-124, IVCC   | CPD-3251-04 | \$10      |





# Ed2go Nursing Take it Online!

[www.ed2go.com/ivcc](http://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 35 for registration directions.

### Certificate in Complementary and Integrative Health [24 Contact hours]

Course Number: CPD-3523 \$189

### Certificate in Pain Assessment and Management [12 Contact hours]

Course Number: CPD-3505 \$159

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

Course Number: CPD-3510 \$159

### Certificate in Integrative Health [50 Contact hours]

Course Number: CPD-3519 \$475

### Certificate in Food, Nutrition and Health [16 Contact hours]

Course Number: CPD-3520 \$96

### Certificate in Perinatal Issues [20 Contact hours]

Course Number: CPD-3509 \$109

### Certificate in Healing Environments [16 Contact hours]

Course Number: CPD-3521 \$96

### Certificate in Brain Health [10 Contact hours]

Course Number: CPD-3522 \$66

### Certificate in Integrative Mental Health [20 Contact hours]

Course Number: CPD-3512 \$135

### Certificate in Gerontology [25 Contact hours]

Course Number: CPD-3506 \$199

### Certificate in End of Life Care [18 Contact hours]

Course Number: CPD-3516 \$190

## ■ Pharmacology: Simplify Don't Mystify

[Updated for 2016]

Learn Pharmacology "the Barb" way....Barb Bancroft has been teaching Pharmacology to undergraduate and graduate nursing students for over 20 years. Her simplified approach to learning 9,000 drugs has been described as "THE BEST Pharmacology course I've ever taken!" and "Why didn't I learn Pharmacology like this in Nursing School – this makes so much more sense!" Barb approaches this daunting task with humor, historical highlights and clinical applications that will help you master the information AND apply the material on a daily basis in clinical settings. Barb takes you through the fundamentals of pharmacology and subsequently describes these principles by discussing the most common classes of drugs used today. **Breakfast, lunch and handouts are included in the course fee.**

[6 CE Hours]

Wed 8:30 a.m.-3:30 p.m. Mar 16 1 Session  
Barb Bancroft C-316, IVCC CPD-3213-03 \$112

*Barb Bancroft is a widely-acclaimed national speaker noted for her humorous, entertaining and information packed seminars. She is the author of four books, her latest, Kiss my asparagus, An essential guide to nutrition's role in Health and Disease. Many people can conduct health seminars, or write books on health, but very few can make them both thoroughly informative and entertaining. Barb Bancroft makes complex health topics easily understandable, appealing, hilarious, and most importantly, her information is always current and up-to-date. Barb has provided more than 2400 educational and motivational seminars on clinical topics and health maintenance topics to healthcare professional and corporations throughout the US and Canada.*

BIO

# Massage

## ■ Ethics for Massage Therapists

This course will fulfill the 3 hours of mandatory ethics credits required for State of Illinois massage license renewal. This course will cover a range of important issues to the professional massage therapist. Learn the concepts important to ethical theory and practice in professional massage and bodywork, examine the value and function of ethical codes and professional standards of conduct and emphasize the delineation of boundaries that define the therapeutic relationship. **This course is for licensed massage therapists only and has been approved by the State of Illinois and NCBTMB for 3 CE hours.**

|            |                             |             |           |
|------------|-----------------------------|-------------|-----------|
| Sat        | 9 a.m.-12 p.m.              | April 30    | 1 Session |
| Pam Booras | G-105, IVCC<br>Gym Building | CPD-3148-04 | \$49      |

## ■ Demystifying Deep Tissue Massage

Deep tissue massage is a type of massage therapy that focuses on realigning deeper layers of muscles and connective tissue. In this hands-on course you will learn how to treat deep muscle and fascia without injuring yourself or your clients. We will use a combination of techniques including myofascial release, trigger point therapy and muscle energy. This is a lecture and experiential workshop. *Please bring two bed pillows, a clean set of sheets for the table, your lunch, snacks and dress comfortably.* **This course is for licensed massage therapists only and has been approved by the State of IL and the NCBTMB for 7 CE hours.**

|                |                              |             |           |
|----------------|------------------------------|-------------|-----------|
| Sat            | 9 a.m.-4:30 p.m.             | Apr 16      | 1 Session |
| Susan Krischel | G-106B, IVCC<br>Gym Building | CPD-3146-04 | \$139     |

## ■ Facial Massage Techniques to Fight Age Lines, Wrinkles & Premature Aging

In this class we will learn several different anti-aging techniques for the face, neck and chest. These new techniques will stimulate blood circulation assisting with improved muscle tone which prevents sagging and wrinkles resulting in healthier looking skin. We will explore different lotions and oils and how to affect the areas mentioned above to bring awareness to the skin itself, underlying tissues, lymphatics and muscles. Facial cupping and all massage techniques will be demonstrated and practiced. This is a lecture and experiential workshop. *Please bring your lunch, snacks, a clean set of sheets for the table and dress comfortably.* **This course is for licensed massage therapists only and has been approved by the State of IL and NCBTMB for 8 CE hours.**

|            |                              |             |           |
|------------|------------------------------|-------------|-----------|
| Sat        | 8:30 a.m.-5 p.m.             | May 14      | 1 Session |
| Pam Booras | G-106B, IVCC<br>Gym Building | CPD-3138-05 | \$139     |







## ■ Reclaim Your Health Through Nutrition and Healthy Living

There is so much you can do to improve your health and quality of life. Stop dieting and learn how to make healthier choices. This course will de-mystify vitamins, minerals, popular supplements and herbs, foods that heal, what to eat and what not to eat. You will learn how to make your own kitchen crop, healthful sprouts, chock-full of nutrition and vibrant life force. We will discuss proper food combining to help minimize digestive disturbances. Every little bit helps in empowering you to nourish your body, minimize stress and increase vitality. [6 CE hours]

Wed 9 a.m.-4 p.m. Mar 2 1 Session  
Candice Chaffee C-316, IVCC CPD-3233-03 \$79

## ■ A New Approach to Stress and Life Management

Stress is the bane of western civilization and culture. Very few of us have been taught constructive ways to manage our lives, time and demands of daily activities. This course can change your life. We will examine and transcend self-limiting beliefs and patterns of thinking. Our reactions to stress reveal much about our inner lives. Infusing eastern philosophy of introspection will provide new approaches to restore authenticity and peace of mind. Learn how to identify the true sources of stress and how we can re-program behavioral responses. We will explore Toltec ancient wisdom in *"The Four Agreements"* and numerous methods for re-connecting with our natural environment. Join us for refreshing and innovative strategies to reduce, prevent and manage your stress! [6 CE hours]

Wed 9 a.m.-4 p.m. Apr 6 1 Session  
Candice Chaffee C-316, IVCC CPD-3244-04 \$79

## ■ Aromatherapy

Learn the basic aromatherapy skills required to learn how to benefit from essential oils therapies, and discover how essential oils work in the body. This course will cover 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. [6 CE Hours]

Wed 9 a.m.-4 p.m. May 4 1 Session  
Candice Chaffee C-316, IVCC CPD-3235-05 \$79





Teacher



Summer Class Registration  
**Opens April 8**  
for the following class

### ■ Building Minds: Cognitive and Affective Growth in the Classroom

With the implementation of Common Core, educators are finding new ways to help all students meet the standards and content they teach. Topics in this course will enhance classroom practice. They include the use of academic rigor, new research on the brain and learning, growth mindset, developing grit, motivation and maximizing the power of co-teaching. The class will allow for large group, small group and individual discussion and assignments. This course is for all educators, K-college and all participants will develop a plan to use the tools in their own classroom. **Three hours of graduate credit will be received from Quincy University.**

|             |               |             |            |
|-------------|---------------|-------------|------------|
| Mon-Fri     | 8 a.m.-4 p.m. | Jun 13-17   | 5 Sessions |
| Del & Susan | C-316, IVCC   | CPD-1627-06 | \$450      |
| Goodale     |               |             |            |

## Ed2go Teaching Take it Online!

[www.ed2go.com/ivcc](http://www.ed2go.com/ivcc)

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

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

New classes begin monthly.

Complete course descriptions, syllabus and demos available at [www.ed2go.com/ivcc](http://www.ed2go.com/ivcc)

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

|   |      |
|---|------|
| Integrating Technology in the Classroom<br>CPD-2112                   | \$99 |
| Teaching Students with Autism: Strategies for Success<br>CPD-2209     | \$99 |
| Spanish in the Classroom<br>CPD-2305                                  | \$99 |
| Ready Set Read!<br>CPD-2401   | \$99 |
| Content Literacy: Grades 6-12<br>CPD-2410                             | \$99 |
| Differentiated Instruction in the Classroom<br>CPD-2204               | \$99 |
| Empowering Students with Disabilities<br>CPD-2211                     | \$99 |
| Singapore Math: Number Sense and Computational Strategies<br>CPD-2503 | \$99 |
| Enhancing Language Development in Childhood<br>CPD-2408               | \$99 |
| Teaching Students with ADHD<br>CPD-2214                               | \$99 |

Many more to choose from!  
Additional class offerings and topics of concentration are listed on the website.



# Food Service Sanitation

## IVCC Ottawa Center

These classes are at the IVCC Ottawa Campus.

Take it at the IVCC Ottawa Center [321 W. Main Street, Ottawa]

|            |                          |              |            |
|------------|--------------------------|--------------|------------|
| Tue/Thu    | 5-7:30 p.m.              | Jan 19-28    | 4 Sessions |
| Sara Smith | Rm 105,<br>Ottawa Center | CEU-1503-631 | \$119      |

|            |                          |              |            |
|------------|--------------------------|--------------|------------|
| Tue/Thu    | 5-7:30 p.m.              | Feb 23-Mar 3 | 4 Sessions |
| Sara Smith | Rm 105,<br>Ottawa Center | CEU-1503-632 | \$119      |

|            |                          |              |            |
|------------|--------------------------|--------------|------------|
| Tue/Thu    | 5-7:30 p.m.              | Mar 29-Apr 7 | 4 Sessions |
| Sara Smith | Rm 105,<br>Ottawa Center | CEU-1503-633 | \$119      |

|            |                          |              |            |
|------------|--------------------------|--------------|------------|
| Tue/Thu    | 5-7:30 p.m.              | Apr 26-May 5 | 4 Sessions |
| Sara Smith | Rm 105,<br>Ottawa Center | CEU-1503-634 | \$119      |

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

|                 |                |             |            |
|-----------------|----------------|-------------|------------|
| Mon/Tue/Thu     |                | Feb 8-11    | 3 Sessions |
| Feb 8, 9        | 8 a.m.-12 p.m. |             |            |
| Feb 11          | 8-10 a.m.      |             |            |
| Ida Boyle-Bruch | CTC-123, IVCC  | CEU-1503-02 | \$119      |

|                 |                |             |            |
|-----------------|----------------|-------------|------------|
| Mon/Wed/Fri     |                | Mar 7-11    | 3 Sessions |
| Mar 7, 9        | 8 a.m.-12 p.m. |             |            |
| Mar 11          | 8-10 a.m.      |             |            |
| Ida Boyle-Bruch | CTC-123, IVCC  | CEU-1503-03 | \$119      |

|                 |                |             |            |
|-----------------|----------------|-------------|------------|
| Mon/Wed/Fri     |                | Apr 4-8     | 3 Sessions |
| Apr 4, 6        | 8 a.m.-12 p.m. |             |            |
| Apr 8           | 8-10 a.m.      |             |            |
| Ida Boyle-Bruch | CTC-123, IVCC  | CEU-1503-04 | \$119      |

|                 |                |             |            |
|-----------------|----------------|-------------|------------|
| Mon/Wed/Fri     |                | May 2-6     | 3 Sessions |
| May 2, 4        | 8 a.m.-12 p.m. |             |            |
| May 6           | 8-10 a.m.      |             |            |
| Ida Boyle-Bruch | CTC-123, IVCC  | CEU-1503-05 | \$119      |



Summer Class Registration  
**Opens April 8**  
for the following classes

|                 |               |             |            |
|-----------------|---------------|-------------|------------|
| Wed/Fri         |               | Jun 1-3     | 2 Sessions |
| Jun 1           | 9 a.m.-3 p.m. |             |            |
| Jun 3           | 9 a.m.-1 p.m. |             |            |
| Ida Boyle-Bruch | CTC-123, IVCC | CEU-1503-06 | \$119      |

|            |                          |              |            |
|------------|--------------------------|--------------|------------|
| Mon/Thu    | 5-7:30 p.m.              | Jun 6-16     | 4 Sessions |
| Sara Smith | Rm 105,<br>Ottawa Center | CEU-1503-636 | \$119      |

|            |                          |              |            |
|------------|--------------------------|--------------|------------|
| Mon/Thu    | 5-7:30 p.m.              | Jul 18-28    | 4 Sessions |
| Sara Smith | Rm 105,<br>Ottawa Center | CEU-1503-637 | \$119      |

### Food Service Sanitation [8 Hr. Class]

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

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

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



## High Tea & High Society

*Includes: Motor coach transportation, admission and guided tour at the Art Institute of Chicago, Afternoon Tea at the Pavilion, admission to Driehaus Museum and Dressing Downton exhibit, all tips, gratuities and snacks.*

Start your day in the city with a visit and guided tour at the acclaimed Art Institute of Chicago. Following our tour, you will have free time to visit the exhibits such as the world renowned French Impressionist collection to American art favorites such as Grant Wood's American Gothic to ancient treasures from across the globe to modern masterpieces by Dali, Matisse and Picasso. Following our visit to the museum, enjoy The Langham Afternoon Tea with Wedgwood at the Pavilion. This traditional tea debuted at the Langham, London in 1865. Afternoon with Wedgwood includes proprietary Langham teas, and an array of sweet and savory bites. All are served with traditional displays and flourish. Our final stop will be the icing on the cake! Celebrate the sixth and final season of the beloved period drama Downton Abbey® at Chicago's own American Palace, the Richard H. Driehaus Museum. The Driehaus Museum is one of the finest examples of the Arts & Craft movement in Chicago. Skilled artisans used both domestic and imported materials to create and furnish this amazing home, known today as the "Marble Palace." The museum will host the exhibit, Dressing Downton: Changing Fashion for Changing Times, which features more than 35 costumes from the popular British television series Downton Abbey. The award-winning costumes are produced by renowned London costume house Cosprop Ltd. Many use original fabrics and embellishments from the early 20th century, while others are re-created from old photographs, paintings, patterns, and magazine pictures. The exhibition offers an immersive new perspective on the show's most memorable characters, both upstairs and down, while chronicling the great changes taking place in Britain during the tumultuous early 20th century. The costumes are presented in an immersive context, surrounded by the lavish interiors of the Driehaus Museum that were once the drawing rooms, living rooms, libraries, and bedrooms of the affluent Nickerson and Fisher families of Chicago. The stories of the Fishers in particular, an urban family of new industry wealth who lived in the house from 1901 to 1914, create a fascinating contrast to the British aristocratic lifestyle of the Crawley family in the countryside.



## Chicago Highlights

*Includes: Motor coach transportation, professionally guided tour, lunch at Pompei Restaurant, behind the scenes tour at Chicago Lyric Opera, all tips, gratuities and snacks.*

Spend the day learning about unique locations in Chicago. Start by visiting the Federal Reserve Bank Money Museum. See displays and audio visual exhibits that tell the history of money in the United States. Learn to detect counterfeits. Hear about U.S. currency and our banking system. This modern museum has the latest in interactive opportunities for self-exploration. Next, experience the architectural marvels of the Rookery Building. Built in 1886, it is an iconic building in the heart of the financial district, listed on the National Register of Historic Places. The well-respected architect, Daniel Burnham, designed this building to reflect all the latest ideas for an office work place. In the early 1900s Frank Lloyd Wright was asked to remodel the main lobby to reflect the new more modern esthetic of the times. It is considered one of the most architecturally significant buildings in downtown Chicago. Lunch is included at Pompei Restaurant in Little Italy, featuring traditional Italian family recipes. This family owned restaurant has been open since 1909 with four generations keeping the Napolitano traditions alive. This afternoon experience a touch of 20th Century splendor. Tour a restored Chicago luxury hotel that was originally built as the Medinah Athletics Club. Each floor and major function room celebrates a different period of world renowned architectural history and decoration. A multi-million dollar restoration got it right; burnishing and/or replacing architectural elements, gold leaf trim and crystal chandeliers. Before we end our day, we will visit the Chicago Lyric Opera for a behind the scenes tour. Enter the world of grand opera with a comprehensive tour of this beloved Chicago institution. From the moment of arrival the magic begins on entering the beautiful and impressive foyer. Stops in different departments highlight the many facets of expertise needed to bring a final performance to the stage. Behind the scenes insights into this vibrant world are a rare treat.

**Date:** Tuesday, March 10  
**Time:** 8 a.m.-7:30 p.m.  
**Where:** IVCC Parking Lot #4  
**Course:** HLR-8320-403  
**Fee:** \$139

**Date:** Tuesday, April 19  
**Time:** 7:30 a.m.-6:30 p.m.  
**Where:** IVCC Parking Lot #4  
**Course:** HLR-8247-404  
**Fee:** \$109



## of Kings & Sisters

*Includes: Motor coach transportation, admission to the Putnam Museum and Science Center, admission to The Discovery of King Tut, lunch, tickets to Circa 21's afternoon matinee Sister Act, all tips, gratuities and snacks.*

The Putnam Museum and Science Center in Davenport will host The Discovery of King Tut, re-creating one of the greatest archaeological finds of the 20th century. The exhibit features more than 1,000 precisely crafted replicas by Egyptian craftsmen of treasures discovered in Tutankhamun's Egyptian tomb by England's archaeologist Howard Carter in 1922. The exhibit provides a unique experience that explores the legendary tomb and its treasures as they were at the exact moment of their discovery. Tutankhamun became pharaoh at age 8 but died under mysterious circumstances at a young age. His successors erased his name from all monuments, and, forgotten, he lay for almost 3,500 years in the Valley of Kings until British archaeologist Howard Carter discovered his tomb, according to the exhibit. The burial and treasure chambers in the exhibit can't be seen this way anywhere else in the world - not even in Egypt, because Tutankhamun's original tomb has been almost completely emptied. The priceless original treasures are behind glass in the display cabinets of the Egyptian National Museum in Cairo and are not permitted to leave Egypt. This afternoon we will head to Circa 21 for an afternoon matinee and luncheon. Enjoy the feel-good Broadway musical comedy, Sister Act, based on the smash hit 1992 film featuring Whoopi Goldberg. Reviews call this show "ridiculously fun" and has audiences on their feet! Featuring original music by Tony and eight time Oscar winner, Allen Menken, Sister Act tells the story of Deloris Van Cartier. Sister Act will rock the rafters and stir your soul in this divine musical comedy that is a sparkling tribute to the universal power of friendship.

**Date:** Wednesday, May 18  
**Time:** 8 a.m.-6:30 p.m.  
**Where:** IVCC Parking Lot, #4  
**Course:** HLR-8322-405  
**Fee:** \$109

## Sound of Music

*Includes: Motor coach transportation, professionally guided tour, visit and program at the DANK Haus German American Cultural Center, dinner at The Berghoff, lower balcony tickets to the Sound of Music, all tips, gratuities and snacks.*



**Summer Registration  
Opens April 8**  
for the following trip

The city will be alive with the Sound of Music. Before we take our seats for the hit Broadway musical, we will explore German influence in Chicago. Visit the DANK Haus German American Cultural Center, built in 1927 for the Three Links Association. The architect was Paul Gerhardt, German born son in law of a Chicago Alderman, who also designed Lane Tech & Cook County Hospital. The DANK Haus, located in Chicago's traditionally German, Lincoln Square neighborhood, houses DANK Chicago, a chapter of the nationwide organization: German American National Congress. With a chapter membership of over 1,200, DANK Chicago represents Americans of German descent, their friends and families and the community in general. The DANK Haus also houses DANK Schule, a German language school for both children and adults. The center houses an exhibit on Lost German Chicago, and a model of the 1972 Olympic Village, Munich. Enjoy dinner at one of Chicago's most famous restaurants, The Berghoff. The Berghoff's doors opened in 1898 as a mens-only saloon serving free corned beef sandwiches with the purchase of a stein of beer. Through the years, this family managed icon has expanded into a full service restaurant rich in German-American cuisine and culture. We will enjoy an authentic German meal before the show featuring traditional cuisine. This evening, take your seats for the Rodgers & Hammerstein's The Sound of Music. The spirited, romantic and beloved musical story of Maria and the Von Trapp family will thrill audiences with its Tony, Grammy and Academy Award winning Best Score, including favorites "My Favorite Things", "Do-Re-Mi", "Climb Ev'ry Mountain", and "Edelweiss".

**Date:** Tuesday, June 7  
**Time:** 12 p.m.-11 p.m.  
**Where:** IVCC Parking Lot #4  
**Course:** HLR-8323-406  
**Fee:** \$149



## Gardeners on the Go... Janesville, Wisconsin

*Includes: Motor coach transportation, admission and tour at Janesville Rotary Botanic Garden, lunch at the Armory, visit to Land of the Giant Hostas, driving tour of Rock County Barn Quilts, hands-on program at K & W Greenery, all tips, gratuities and snacks.*



### Summer Registration Opens April 8 for the following trip

Head north to Wisconsin and bring your green thumb! Visit a spectacular 20-acre botanical showcase of specialty gardens at the Janesville Rotary Botanic Garden. We will start off with a guided tour of the garden and discover the secret of their Japanese footbridge. Enjoy time to visit the gazebo garden, sunken garden, English cottage garden, and formal rose garden. Your eyes will not deceive you when we visit the Land of the Giant Hostas! What started out as only 25 different hosta varieties has over the years turned into over 2,700 different varieties, with over 340,000 planted in their gardens, most of which are rare and unique hostas, not found at local nurseries and are eagerly sought after by devoted collectors and shade lovers nationwide. Enjoy lunch at the historic Janesville armory, built in 1930. It was used during World War II by the 192nd Tank Battalion. Enjoy a guided tour of a portion of the Rock County Barn Quilt Project. Barn Quilts are painted quilt blocks that are mounted on a barn or other building. Rock County is home to over 160 barn quilts scattered throughout the countryside. The artwork promotes rural heritage, highlights the architecture and history of barns and also the art and history of quilting. Participate in a hands-on gardening workshop this afternoon at K & W Greenery. Opened in 1972, K & W Greenery remains a family operated business today. You will be sure to find a unique new plant for your garden, gift for a friend or garden art in the gift shop before we depart for home.

**Date:** Thursday, June 23  
**Time:** 8 a.m.-6:30 p.m.  
**Where:** IVCC Parking Lot #4  
**Course:** HLR-8324-406  
**Fee:** \$119

## Jewelry

### ■ Basic Jewelry 101

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

|                    |                    |                     |                  |
|--------------------|--------------------|---------------------|------------------|
| <b>Mon</b>         | <b>5-9 p.m.</b>    | <b>Mar 7</b>        | <b>1 Session</b> |
| <b>Kari</b>        | <b>B-101, IVCC</b> | <b>HLR-2705-303</b> | <b>\$29</b>      |
| <b>Matuszewski</b> | <b>Art Room</b>    |                     |                  |

### ■ Wrapped Loop Necklace

**NEW** Create a unique necklace using chain and Swarovski crystals and Swarovski pearls. Students will use the wrapped loop cold connection technique. **Students must bring a pair of jeweler's flush cutters and two pairs of jeweler's chain or jeweler's round pliers for this class and should have basic jewelry making skills, specifically making simple loops.** There is a \$15 material fee payable to the instructor on the night of class.

|                    |                    |                     |                  |
|--------------------|--------------------|---------------------|------------------|
| <b>Wed</b>         | <b>6-9 p.m.</b>    | <b>Mar 23</b>       | <b>1 Session</b> |
| <b>Carey Burns</b> | <b>C-326, IVCC</b> | <b>HLR-2773-303</b> | <b>\$29</b>      |

### ■ Re-purposed Jewelry Class

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

|                    |                    |                     |                  |
|--------------------|--------------------|---------------------|------------------|
| <b>Mon</b>         | <b>5-9 p.m.</b>    | <b>Apr 18</b>       | <b>1 Session</b> |
| <b>Kari</b>        | <b>B-101, IVCC</b> | <b>HLR-2749-304</b> | <b>\$29</b>      |
| <b>Matuszewski</b> | <b>Art Room</b>    |                     |                  |



# Creative Arts

## ■ 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. 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. *This class is also for students looking to refresh their skills.* **There is a \$10 material fee payable to the instructor on the night of class.**

|           |             |               |            |
|-----------|-------------|---------------|------------|
| Thu       | 6-9 p.m.    | Feb 25-Mar 10 | 3 Sessions |
| Jane Vogt | C-326, IVCC | HLR-2712-302  | \$59       |

## ■ Knitting [Level 2]

Continue your handmade journey. Learn intarsia, 3-needle, cables and i-chord techniques. Students should have taken "Learn to Knit" 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.**

|           |             |              |            |
|-----------|-------------|--------------|------------|
| Thu       | 6-9 p.m.    | Mar 24-Apr 7 | 3 Sessions |
| Jane Vogt | C-326, IVCC | HLR-2713-303 | \$59       |

## ■ Learn to Crochet

Crocheting is popular in creating unique, one-of-a-kind projects from crocheted wire jewelry to afghans, sweaters and more. In this class you will learn how to chain stitch, slip stitch, single crochet, double crochet and half double crochet and how to read a pattern. At the end of this class you will have a firm foundation upon which to build. *This class is also for students looking to refresh their skills.* **There is a \$10 material fee payable to the instructor on the night of class.**

*No class: Mar 28*

|           |                       |              |            |
|-----------|-----------------------|--------------|------------|
| Mon       | 6-9 p.m.              | Mar 14-Apr 4 | 3 Sessions |
| Jane Vogt | Rm 103, Ottawa Center | HLR-2769-633 | \$59       |

## ■ Crochet [Level 2]

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" 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.**

|           |                       |              |            |
|-----------|-----------------------|--------------|------------|
| Mon       | 6-9 p.m.              | Apr 18-May 2 | 3 Sessions |
| Jane Vogt | Rm 103, Ottawa Center | HLR-2770-634 | \$59       |

## ■ Gourd Art Workshop

You do not have to be an artist; just have a little imagination and get ready to have fun. Learn about several different kinds of gourds as you create a work of art you can be proud of using varied types of gourds. Students will learn how to prepare gourds inside and out for carving, painting, staining, cutting and sculpturing using the proper tools. *Tools used in class will be provided by your instructor. Please wear old clothes and bring a sack lunch that does not require refrigeration.* **There is a \$25 material fee payable to the instructor on the day of class.**

**Registration deadline: Mar 11.** 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.

|               |                                 |             |           |
|---------------|---------------------------------|-------------|-----------|
| Sat           | 9 a.m.-3 p.m.                   | Mar 19      | 1 Session |
| Bill Ferguson | Rm 117, Bldg J IVCC-East Campus | HLR-2301-03 | \$59      |

## ■ Acrylic Painting Skills & Technique

**NEW** Learn to become comfortable with acrylic paint and brush techniques. Start by learning brush and paint application, textures and blending. Take these processes and apply them to simple compositions starting with abstract, moving to still life and ending with human forms such as hand or face. At the end of class you will complete a final project using all the techniques you have learned to create a portrait of your choice. This is a great class for beginners, or intermediate painters who are looking to brush up on skills. **A supply list will be mailed to students prior to the start of class.**

*No class: Apr 12, 19.*

|             |                      |               |            |
|-------------|----------------------|---------------|------------|
| Tue         | 6-9 p.m.             | Mar 15-May 10 | 7 Sessions |
| Addy Source | B-101, IVCC Art Room | HLR-1108-303  | \$99       |





# Heirloom Woodworking

## ■ Coopering

A Cooper is best known as a barrel maker, but the local 19th century cooper made household items like buckets, tubs, butter churns and other containers made of staves and hoops. This class will teach you the same hand woodworking skills as the coopers of the old world and revolutionary America. The students will learn and perform all the steps of making a cedar bucket and go home with a completed bucket. No prior woodworking is necessary but it will be helpful.

*Please bring a sack lunch that does not require refrigeration for classes meeting on Saturdays. Wear clothing appropriate for woodworking.* **There is a \$10 material fee payable to the instructor at class. Studio address will be sent to students in advance of class.**

**Registration deadline: Jan 14.**

|                        |                           |                        |                   |
|------------------------|---------------------------|------------------------|-------------------|
| <b>Thu &amp; Sat</b>   | <b>Thu: 6-9 p.m.</b>      | <b>Jan 21 &amp; 28</b> | <b>4 Sessions</b> |
|                        | <b>Sat: 8 a.m.-1 p.m.</b> | <b>Jan 23 &amp; 30</b> |                   |
| <b>Arnold Bandstra</b> | <b>Ottawa, IL</b>         | <b>HLR-2306-401</b>    | <b>\$179</b>      |

## ■ Windsor Stool

Construct a Windsor type stool using hand and power tools. Learn to turn legs on the lathe and fabricate the seat from a solid piece of wood. Finishing techniques will be discussed; including old-fashioned milk paint and new polyurethane finishes. Expect to work hard and leave with a beautiful heirloom. This is a beginning level woodworking project, but some woodworking experience is helpful.

*This class may lead to additional furniture offerings. Please bring a sack lunch that does not require refrigeration. Wear clothing appropriate for woodworking.* **There is a \$60 material fee payable to the instructor at class. Studio address will be sent to students in advance of class. Registration deadline: one week before start of class.** *Jim Coonan first learned chair making from Dana Hathaway at the John C. Campbell Folk School. Jim also studied under Joe Graham. He went on to teach woodworking at the John C. Campbell Folk Art School for 13 years. Since 1996, he has made close to 70 chairs and has taught over 300 students.*

|                   |                      |                     |                   |
|-------------------|----------------------|---------------------|-------------------|
| <b>Sat/Sun</b>    | <b>8 a.m.-5 p.m.</b> | <b>Mar 12-13</b>    | <b>2 Sessions</b> |
| <b>Jim Coonan</b> | <b>Ransom, IL</b>    | <b>HLR-2305-403</b> | <b>\$189</b>      |

|                   |                      |                     |                   |
|-------------------|----------------------|---------------------|-------------------|
| <b>Sat/Sun</b>    | <b>8 a.m.-5 p.m.</b> | <b>Apr 9-10</b>     | <b>2 Sessions</b> |
| <b>Jim Coonan</b> | <b>Ransom, IL</b>    | <b>HLR-2305-404</b> | <b>\$189</b>      |

## U Cabinet & Furniture Joinery Workshop

**NEW** Learn all the joinery for building cabinets and furniture. Machinery, hand tools and routers will be used to learn how to make a variety of joints, such as; mortise and tendon, dowels, dovetails, biscuits, pocket screws and others. There will be time to ask questions and get answers to improve your woodworking skills. You will be able to make a wide range of projects in your own shop. Participants should be familiar with the use of the typical power tools of a woodworking shop. *Please bring a sack lunch that does not need refrigeration. Wear clothing appropriate for woodworking.* **Studio address will be sent to students in advance of the class. Registration deadline:**

|                        |                            |                     |                  |
|------------------------|----------------------------|---------------------|------------------|
| <b>Mar 11.</b>         |                            |                     |                  |
| <b>Sat</b>             | <b>8:30 a.m.-4:30 p.m.</b> | <b>Mar 19</b>       | <b>1 Session</b> |
| <b>Arnold Bandstra</b> | <b>Ottawa, IL</b>          | <b>HLR-2309-403</b> | <b>\$179</b>     |





# Gardening

## Proper Pruning: The When, How and Where to Cutting

Back by popular demand! To prune or not to prune and when? ... That is the question! We will discuss proper methods for pruning of trees and shrubs and cutting back gardens. Bring your questions; time will be allowed at the end for open forum discussion.

|                 |                          |              |           |
|-----------------|--------------------------|--------------|-----------|
| Tue             | 6-8 p.m.                 | Mar 29       | 1 Session |
| Stephanie Stacy | Rm 103,<br>Ottawa Center | HLR-5227-633 | \$29      |

## Thriller, Filler, Spiller

You may have seen some amazing containers and baskets around town or at a friend's house. Now you can learn the theory for creating beautiful planters with a hands-on container class. 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 do not forget your gloves and gardening attire. Material costs payable to the instructor will vary depending on student material selections.**

|                 |                          |              |           |
|-----------------|--------------------------|--------------|-----------|
| Sat             | 8:30-10 a.m.             | May 14       | 1 Session |
| Stephanie Stacy | Garden's Gate,<br>Ottawa | HLR-5225-405 | \$19      |

|                 |                          |              |           |
|-----------------|--------------------------|--------------|-----------|
| Sat             | 8:30-10 a.m.             | May 21       | 1 Session |
| Stephanie Stacy | Garden's Gate,<br>Ottawa | HLR-5225-415 | \$19      |

## Gardeners and Naturalists - Growing Together

On Saturday, March 12, 2016, Master Gardeners and Master Naturalists of the University of Illinois Extension will host an all-day Spring Garden and Nature Seminar in the IVCC Peter Miller Community Technology Center. The seminar will focus on gardening and nature and how closely they are linked. The seminar begins at 7:45 a.m. and concludes at 3:30 p.m. A registration fee of \$35 includes 4 educational sessions, a continental breakfast and lunch. Sixteen classes will be offered, covering a wide range of topics. Vendors will be selling garden and nature themed items. If your interests are gardening and nature and how they support each other, this is a seminar you should not miss!

For additional information and to register, go to University of Illinois Extension - Bureau, LaSalle, Marshall, Putnam Unit at <http://web.extension.illinois.edu/blmp> or call the LaSalle County Extension Office at 815-433-0707.



## Start Your Own Edible Garden [Online Class]

Grow delicious, nutritious fruit and vegetables in your own backyard! Learn how to give your garden a healthy start and keep it growing strong all season. Begin by figuring out which type of garden is right for you. Not everyone has the same amount of time, space or sunshine, so the first step to a great harvest is selecting the right crops. Learn how to read a zone hardiness map and find out how to spot a micro-climate in your yard. Discover how to properly prepare a garden bed so your crops have the best opportunity to thrive. Identify problems in pH and drainage and fix them. Learn to understand fertilizers and make compost! Whether you want to provide your family with nutritious food, save money or just be more self-sufficient, this course will give you the skills and knowledge you need to be on your way to a successful harvest.

Course Fee: \$99

## Growing Plants for Fun & Profit [Online Class]

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

Course Fee: \$99

Take IVCC ed2go online courses anywhere and when it is most convenient for you! Classes are 6 weeks long and 24 contact hours. New classes begin each month. Complete course description, syllabus and demo lesson is available at [www.ed2go.com/ivcc](http://www.ed2go.com/ivcc)

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

### PLEASE NOTE:

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



## 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 during the semester. *Prerequisite: Performance ability on a wind instrument, piano, guitar, or trap drum. The college owns a piano; students playing wind, guitar or drums must own their own instrument.* **Late enrollments accepted.**

|                      |             |               |             |
|----------------------|-------------|---------------|-------------|
| Tue                  | 6:30-9 p.m. | Jan 19-May 17 | 17 Sessions |
| Brandon Czubachowski | D-223, IVCC | HLR-5116-301  | \$25        |

### ■ Beginners 2 Swing

**NEW** This new class offering will take you up a notch from the introductory Beginning Swing level. Beginners 2 Swing is designed for those that are not quite ready for the advanced class. *Pre-requisite: Students must have completed a Beginning Swing Dance class in the past year.* **\*Please sign up with a dance partner and both persons must register.**

|                       |                                   |               |            |
|-----------------------|-----------------------------------|---------------|------------|
| Thu                   | 8:15-9:30 p.m.                    | Feb 11-Mar 24 | 7 Sessions |
| Jane & Rodney Schomas | Small Gym, Oglesby Lincoln School | HLR-5123-402  | \$65       |

### ■ Beginning Swing Dance

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

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

|                       |                                   |              |            |
|-----------------------|-----------------------------------|--------------|------------|
| Tue                   | 7-8:15 p.m.                       | Apr 5-May 10 | 6 Sessions |
| Jane & Rodney Schomas | Small Gym, Oglesby Lincoln School | HLR-5102-404 | \$56       |

### ■ 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.**

|                       |                                   |              |            |
|-----------------------|-----------------------------------|--------------|------------|
| Tue                   | 8-9:30 p.m.                       | Apr 5-May 10 | 6 Sessions |
| Jane & Rodney Schomas | Small Gym, Oglesby Lincoln School | HLR-5103-404 | \$56       |

## 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 9-Mar 22 | 7 Sessions |
| Jane & Rodney Schomas | Small Gym, Oglesby Lincoln School | HLR-5108-402 | \$65       |

### ■ Cha Cha Intensive

This is 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 9-Mar 22 | 7 Sessions |
| Jane & Rodney Schomas | Small Gym, Oglesby Lincoln School | HLR-5119-402 | \$65       |

### ■ Latin Rhythms

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

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

|                       |                                   |               |            |
|-----------------------|-----------------------------------|---------------|------------|
| Thu                   | 7-8:15 p.m.                       | Feb 11-Mar 24 | 7 Sessions |
| Jane & Rodney Schomas | Small Gym, Oglesby Lincoln School | HLR-5122-402  | \$65       |

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



# Photography

## ■ Intro to Photography & DSLR

**NEW** This course will answer questions about the basic operation and settings used with digital SLR cameras. Basic photography concepts and camera settings will be discussed. A variety of topics introducing the student to the foundational building blocks of digital imaging will be presented. By the end of this class students will have a basic understanding of camera functions, lenses, accessories and an overview of topics related to imagery. **Students should bring a digital SLR camera, lens, memory card and camera manual to class.**

|                       |                    |                     |                   |
|-----------------------|--------------------|---------------------|-------------------|
| <b>Tue</b>            | <b>6-9 p.m.</b>    | <b>Feb 9-23</b>     | <b>3 Sessions</b> |
| <b>Doug Dellinger</b> | <b>C-325, IVCC</b> | <b>HLR-2505-302</b> | <b>\$74</b>       |

## ■ Beginning Photography & DSLR

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

|                       |                    |                     |                   |
|-----------------------|--------------------|---------------------|-------------------|
| <b>Tue</b>            | <b>6-9 p.m.</b>    | <b>Mar 8-22</b>     | <b>3 Sessions</b> |
| <b>Doug Dellinger</b> | <b>C-325, IVCC</b> | <b>HLR-2506-303</b> | <b>\$74</b>       |

## ■ Intermediate Photography & Lighting

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

|                       |                    |                     |                   |
|-----------------------|--------------------|---------------------|-------------------|
| <b>Tue</b>            | <b>6-9 p.m.</b>    | <b>Apr 5-26</b>     | <b>4 Sessions</b> |
| <b>Doug Dellinger</b> | <b>E-320, IVCC</b> | <b>HLR-2507-304</b> | <b>\$98</b>       |

*Meet Your Instructor: Doug Dellinger is a Certified Professional Photographer and a member of the Professional Photographers of America and Professional Photographers of Northern Illinois. He has been in the business of professional photography since 2006.*

## ■ Photographing Wildflowers of Starved Rock

Attention wildflower and photography lovers. Join photographer David Anderson for a morning presentation at IVCC 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, your class will continue at Starved Rock State Park 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. Please bring your camera, hiking boots, sack lunch and water.**

|                       |                       |                    |                  |
|-----------------------|-----------------------|--------------------|------------------|
| <b>Sat</b>            | <b>10 a.m.-3 p.m.</b> | <b>Apr 23</b>      | <b>1 Session</b> |
| <b>David Anderson</b> | <b>CTC-214, IVCC</b>  | <b>HLR-5203-04</b> | <b>\$43</b>      |

## ■ 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 sack lunch that does not require refrigeration. You are also required to 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.**

|                       |                      |                    |                  |
|-----------------------|----------------------|--------------------|------------------|
| <b>Sat</b>            | <b>9 a.m.-3 p.m.</b> | <b>Mar 12</b>      | <b>1 Session</b> |
| <b>Vanessa Goslin</b> | <b>D-104, IVCC</b>   | <b>CEX-4956-03</b> | <b>\$59</b>      |



Summer Class Registration  
**Opens April 8**  
for the following class

## ■ Photoshop CS 6 Introduction

|                       |                      |                    |                  |
|-----------------------|----------------------|--------------------|------------------|
| <b>Sat</b>            | <b>9 a.m.-3 p.m.</b> | <b>Jun 4</b>       | <b>1 Session</b> |
| <b>Vanessa Goslin</b> | <b>D-104, IVCC</b>   | <b>CEX-4956-06</b> | <b>\$59</b>      |

# Mind, Body & Wellness

## ■ 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 and towel to class.** *\*IVCC Fitness Center students will receive 1 visit per class they attend towards their Fitness Center visits. Tracie Klieber is a Certified Personal Trainer and works at the IVCC Fitness Center. She has practiced and instructed gentle yoga, intermediate yoga and Ashtanga Yoga for 15 years.*

|   |   |   |                                   |
|---|---|---|-----------------------------------|
| <b>Mon/Thu</b><br><b>Tracie Klieber</b> | <b>4:45-5:45 p.m.</b><br><b>CTC-121, IVCC</b> | <b>Jan 11-Feb 25</b><br><b>HLR-6218-301</b> | <b>12 Sessions</b><br><b>\$59</b> |
| <i>*No class: Jan 18, Feb 15</i>        |   |   |                                   |

|   |   |   |                                   |
|---|---|---|-----------------------------------|
| <b>Tue/Thu</b><br><b>Tracie Klieber</b> | <b>4:45-5:45 p.m.</b><br><b>CTC-121, IVCC</b> | <b>Mar 1-Apr 7</b><br><b>HLR-6218-303</b> | <b>12 Sessions</b><br><b>\$59</b> |
|---|---|---|-----------------------------------|

|   |   |   |                                   |
|---|---|---|-----------------------------------|
| <b>Tue/Thu</b><br><b>Tracie Klieber</b> | <b>4:45-5:45 p.m.</b><br><b>CTC-121, IVCC</b> | <b>Apr 12-May 19</b><br><b>HLR-6218-304</b> | <b>12 Sessions</b><br><b>\$59</b> |
|---|---|---|-----------------------------------|

## ■ Strength, Cardio, Core & Fat Burning Cardio

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

**First Session: 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.

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

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

|   |   |   |                                   |
|---|---|---|-----------------------------------|
| <b>Mon/Thu</b><br><b>Tracie Klieber</b> | <b>6:05-6:35 p.m.</b><br><b>CTC-121, IVCC</b> | <b>Jan 11-Feb 25</b><br><b>HLR-6212-301</b> | <b>12 Sessions</b><br><b>\$59</b> |
| <i>*No class: Jan 18, Feb 15</i>        |   |   |                                   |

|   |   |   |                                   |
|---|---|---|-----------------------------------|
| <b>Tue/Thu</b><br><b>Tracie Klieber</b> | <b>6:05-6:35 p.m.</b><br><b>CTC-121, IVCC</b> | <b>Mar 1-Apr 7</b><br><b>HLR-6212-303</b> | <b>12 Sessions</b><br><b>\$59</b> |
|---|---|---|-----------------------------------|

|   |   |   |                                   |
|---|---|---|-----------------------------------|
| <b>Tue/Thu</b><br><b>Tracie Klieber</b> | <b>6:05-6:35 p.m.</b><br><b>CTC-121, IVCC</b> | <b>Apr 12-May 19</b><br><b>HLR-6212-304</b> | <b>12 Sessions</b><br><b>\$59</b> |
|---|---|---|-----------------------------------|

## ■ 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. *Dan Retoff has taught at Illinois Valley Community College since 1999. In addition to teaching yoga, breathing and t'ai chi classes through the Continuing Education Center, he also teaches Anatomy & Physiology I, Human Growth and Development and Human Body Structure & Function.*

|                                 |   |   |                                  |
|---------------------------------|---|---|----------------------------------|
| <b>Wed</b><br><b>Dan Retoff</b> | <b>6-7 p.m.</b><br><b>CTC-125, IVCC</b> | <b>Feb 10-24</b><br><b>HLR-6108-302</b> | <b>3 Sessions</b><br><b>\$29</b> |
|---------------------------------|---|---|----------------------------------|

## ■ T'ai Chi [Session I]

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

|                                 |  |   |                                  |
|---------------------------------|--|---|----------------------------------|
| <b>Fri</b><br><b>Dan Retoff</b> | <b>10-11:15 a.m.</b><br><b>Rm 101,<br/>Ottawa Center</b> | <b>Feb 19-Mar 18</b><br><b>HLR-6104-602</b> | <b>5 Sessions</b><br><b>\$39</b> |
|---------------------------------|--|---|----------------------------------|

## ■ T'ai Chi [Session II]

|                                 |  |   |                                  |
|---------------------------------|--|---|----------------------------------|
| <b>Fri</b><br><b>Dan Retoff</b> | <b>10-11:15 a.m.</b><br><b>Rm 101,<br/>Ottawa Center</b> | <b>Apr 8-May 6</b><br><b>HLR-6104-604</b> | <b>5 Sessions</b><br><b>\$39</b> |
|---------------------------------|--|---|----------------------------------|

## ■ Beginning Yoga

Yoga uses gentle stretching, relaxation and breathing techniques to help you build strength, flexibility and endurance. Come away more relaxed, limber and feeling better! Yoga philosophy and its application to everyday life will be covered. **Wear comfortable, loose fitting clothes and athletic shoes and bring a towel or yoga mat.** *No class: Mar 30.*

|                                 |  |  |                                  |
|---------------------------------|--|--|----------------------------------|
| <b>Wed</b><br><b>Dan Retoff</b> | <b>6-7:15 p.m.</b><br><b>CTC-121, IVCC</b> | <b>Mar 2-Apr 13</b><br><b>HLR-6101-303</b> | <b>6 Sessions</b><br><b>\$49</b> |
|---------------------------------|--|--|----------------------------------|



## ■ Nine Steps to a Healthier You

[The Prime-Time Approach]

**NEW** Learn how to add years to your life, and life to your years. Scientific research explains why it is important to make health your hobby and become an informed consumer. Eating healthy is not just about learning all the foods to avoid; it is about ensuring that you are consuming the right foods. Find out how to open up your internal pharmacy and help your body produce custom-made medicines to repair and protect your body against damage. Learn the Prime-Time approach to take charge of your health and prevent disease. *This workshop is based on the book "Prime Time Health" by Dr. Williams Sears. The workshop is based on twelve years of scientific research and medical expertise. Workshops are taught by health coaches certified by the Dr. Sears Wellness Institute. The book, "Prime-Time Health" by Dr. William Sears will be available for optional purchase at the class for \$16.*

|                |               |              |            |
|----------------|---------------|--------------|------------|
| Mon            | 6-9 p.m.      | Feb 29-Mar 7 | 2 Sessions |
| Deborah        | CTC-214, IVCC | HLR-6420-302 | \$79       |
| Niemann-Boehle |               |              |            |

## ■ Reclaim Your Health Through Nutrition and Healthy Living

There is so much you can do to improve your health and quality of life. Stop dieting and learn how to make healthier choices. This course will de-mystify vitamins, minerals, popular supplements and herbs, foods that heal, what to eat and what not to eat. Learn how to make your own kitchen crop, healthful sprouts, chock-full of nutrition and vibrant life force. Discuss proper food combining to help minimize digestive disturbances. Every little bit helps in empowering you to nourish your body, minimize stress and increase vitality.

|                 |               |             |           |
|-----------------|---------------|-------------|-----------|
| Wed             | 9 a.m.-4 p.m. | Mar 2       | 1 Session |
| Candice Chaffee | C-316, IVCC   | HLR-6308-03 | \$79      |

## ■ Hearing Loss, Tinnitus, & Hearing Aids 101

Are you considering hearing aids; or have family members with hearing loss? Learn about the causes and misconceptions of hearing loss and solutions and sales pitches to be cautious of. Nearly 1 in 6 Americans have hearing loss; but fewer than 1 in 4 Americans with hearing loss own hearing aids. Why? Hearing aids are an expensive investment, have become very sophisticated and there are several brands and companies to choose from. Obtain more information about hearing aids before purchasing and learn about new features such as Bluetooth compatibility with smart phones and tvs. *Luke Meyers is a Clinical Audiologist, with a Doctorate of Audiology from Illinois State University. Beth Wallace is an Audiologist and ENT and Facial Plastic Surgery Consultant, with an M.S. in Audiology from Illinois State University.*

|              |                 |             |           |
|--------------|-----------------|-------------|-----------|
| Tue          | 10 a.m.-12 p.m. | Apr 5       | 1 Session |
| Luke Meyers  | CTC-124, IVCC   | SRS-1202-04 | \$10      |
| Beth Wallace |                 |             |           |

## ■ A New Approach to Stress and Life Management

Stress is the bane of western civilization and culture. Very few of us have been taught constructive ways to manage our lives, time and demands of daily activities. Examine and transcend self-limiting beliefs and patterns of thinking. Our reactions to stress reveal much about our inner lives. Infusing eastern philosophy of introspection will provide new approaches to restore authenticity and peace of mind. Identify the true sources of stress and how to re-program behavioral responses. Explore Toltec ancient wisdom in "The Four Agreements" and methods for re-connecting with our natural environment. Gain refreshing and innovative strategies to reduce, prevent and manage your stress!

|                 |               |             |           |
|-----------------|---------------|-------------|-----------|
| Wed             | 9 a.m.-4 p.m. | Apr 6       | 1 Session |
| Candice Chaffee | C-316, IVCC   | HLR-6314-04 | \$79      |

## ■ Learn to Relax with Reiki

Experience this easy to learn relaxation method. Reiki is a vibrational healing art that promotes balance on every level: physical, mental, emotional, spiritual and our interaction with the people and places in our daily lives. Reiki can be described as a ray (REI) of sunshine giving us warmth and light giving us the key (KI) energy to relax, reflect and respond. Anyone can learn Reiki for themselves to relax and enjoy each day and to share with others, from a touch of the hand to the series of hand placements. Learn the history of Eastern and Western Reiki, Chakra energy vortexes, how to meditate to relax, the hand placements for self and others. The best part is giving and receiving Reiki during a practice session. **Bring a set of twin sheets to cover massage table and a sack lunch. There will be an optional book available for purchase from the instructor.** *Tina Dittle, is a Reiki Master-Teacher of Usui and Karuna Reiki. She is an affiliated member of the International Reiki Association and Therapeutic Massage & Reiki Professionals.*

|                 |                           |             |           |
|-----------------|---------------------------|-------------|-----------|
| Sat             | 9 a.m.-4 p.m.             | Apr 23      | 1 Session |
| Kristina Dittle | G-106B, IVCC Gym Building | HLR-6419-04 | \$125     |

## ■ Aromatherapy

Learn the basic aromatherapy skills required to learn how to benefit from essential oils therapies. Discover how essential oils work in the body. Cover the pharmacological, physiological and psychological effects of aromatherapy. Practical application for healing, emotional balancing and stress reduction are demonstrated. Learn a wide variety of techniques for utilizing essential oil preparations.

|                 |               |             |           |
|-----------------|---------------|-------------|-----------|
| Wed             | 9 a.m.-4 p.m. | May 4       | 1 Session |
| Candice Chaffee | C-316, IVCC   | HLR-6402-05 | \$79      |

## ■ Ecothrifty Living

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

|                |               |              |           |
|----------------|---------------|--------------|-----------|
| Mon            | 6-9 p.m.      | May 16       | 1 Session |
| Deborah        | CTC-123, IVCC | HLR-5542-305 | \$39      |
| Niemann-Boehle |               |              |           |

# Outdoor Education

## ■ Survival Skills: Native Awareness

**NEW** Our survival depends on our awareness; and awareness is the most important survival skill you could ever have. Whether in the city or in the wilderness, you need to be aware to survive. Learn how to better observe and interpret the behavior of people and animals to be more aware in any environment. The skills taught and hands-on exercises experienced in this class will not only keep you safer in an urban setting, but will also enable you to see and experience more in the wild. You will learn nature observation skills to improve your own awareness, as well as how to blend and flow through the landscape using movement, cover and hides. You will also discover how aware you really are and where you need to improve. This class will change what you perceive. **Please dress appropriately for outdoor weather conditions. You may also want to bring note-taking materials, camera, lunch, snacks and water.** *Class is limited to 10 students; must be 18 years of age.*

|                       |                                 |                    |                  |
|-----------------------|---------------------------------|--------------------|------------------|
| <b>Sat</b>            | <b>10 a.m.-2 p.m.</b>           | <b>Apr 2</b>       | <b>1 Session</b> |
| <b>Jason Thompson</b> | <b>G-103, IVCC Gym Building</b> | <b>HLR-5312-04</b> | <b>\$39</b>      |

## ■ Learn to Play Disc Golf

Experience the growing sport of disc golf at the IVCC Disc Golf Course. IVCC has one of the top disc golf courses in the Illinois Valley. This activity is appropriate for all ages. 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. *Find out about more courses available in the local area. 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.*

|                  |                             |                     |                  |
|------------------|-----------------------------|---------------------|------------------|
| <b>Wed</b>       | <b>5-7 p.m.</b>             | <b>Apr 27</b>       | <b>1 Session</b> |
| <b>Wes Black</b> | <b>Parking Lot #4, IVCC</b> | <b>HLR-5309-304</b> | <b>\$21</b>      |

## ■ Survival Skills: Native Survival

**NEW** It is nothing short of amazing how native people survived easily and comfortably from what they gathered and made with their own two hands and skill in the wild, without modern technology or conveniences. You have never made a fire unless you have crafted a bow drill set using only your knife and ingenuity; and busted out your first coal through skill and effort alone. Learn how to make rope naturally, hunt small game with throwing sticks, what plants you can eat and how to make tea and medicine in the wild. View and participate in hands-on demonstrations of skills you can re-create at home such as a trap and snare, friction fire and native cooking. **Please dress appropriately for outdoor weather conditions. Students should bring a knife with a fixed 3" blade. You may also want to bring note-taking materials, camera, lunch, snacks and water.** *Class is limited to 10 students; must be 18 years of age.*

|                       |                                 |                    |                  |
|-----------------------|---------------------------------|--------------------|------------------|
| <b>Sat</b>            | <b>10 a.m.-4 p.m.</b>           | <b>Apr 30</b>      | <b>1 Session</b> |
| <b>Jason Thompson</b> | <b>G-103, IVCC Gym Building</b> | <b>HLR-5313-04</b> | <b>\$49</b>      |

# Green Technology



## ■ Small Wind Generators

Energy independence through wind power  
Have you ever wondered if you could save money on electricity by installing a small wind generator at your home? Learn what wind energy is, how it works and what it can do for you. In addition, Dr. Vogl will discuss components of wind generators, tower height, how to choose a site for the tower, as well as current legislation and zoning of wind towers. Bring one of your electric bills, a notepad and a calculator to determine the savings on a typical month's performance of a wind tower versus your current source of electricity.

|                    |                        |                    |                  |
|--------------------|------------------------|--------------------|------------------|
| <b>Sat</b>         | <b>9:30-11:30 a.m.</b> | <b>Feb 20</b>      | <b>1 Session</b> |
| <b>Robert Vogl</b> | <b>CTC-216, IVCC</b>   | <b>HLR-5521-02</b> | <b>\$35</b>      |

## ■ Basics of Solar Electricity

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

|                    |                        |                    |                  |
|--------------------|------------------------|--------------------|------------------|
| <b>Sat</b>         | <b>9:30-11:30 a.m.</b> | <b>Mar 19</b>      | <b>1 Session</b> |
| <b>Robert Vogl</b> | <b>CTC-216, IVCC</b>   | <b>HLR-5522-03</b> | <b>\$35</b>      |

## BIO

*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.*



# Homesteading & Sustainable Lifestyle

## ■ Raising Sheep and Goats Naturally

We will discuss the must-know information about successfully raising sheep and goats without reliance on drugs. Learn how nutrition, housing and pastures affect parasite problems, as well as how to avoid de-wormer resistance on your farm. If you are confused by all the contradictory advice available online, Deborah will explain why you are seeing it and what information is based upon the most current research and which advice can actually make problems worse. We will also discuss birthing and newborn care.

|                |                |             |           |
|----------------|----------------|-------------|-----------|
| Sat            | 9 a.m.-12 p.m. | Mar 19      | 1 Session |
| Deborah        | CTC-124, IVCC  | HLR-5529-03 | \$39      |
| Niemann-Boehle |                |             |           |

## ■ Producing Your Own Meat and Eggs

First, we will discuss the basics of keeping poultry for eggs and meat, then we will talk about raising cattle, pigs, sheep and goats for meat. Which one works best for you based upon your lifestyle, acreage and goals? How much meat can you expect from each one? Do you want to raise animals twelve months a year or seasonally? Where do you buy animals? You will learn all this and have the knowledge you need to get started producing your own meat and eggs.

|                |               |             |           |
|----------------|---------------|-------------|-----------|
| Sat            | 1-4 p.m.      | Mar 19      | 1 Session |
| Deborah        | CTC-124, IVCC | HLR-5543-03 | \$39      |
| Niemann-Boehle |               |             |           |

## ■ Ecothrifty Living

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

|                |               |              |           |
|----------------|---------------|--------------|-----------|
| Mon            | 6-9 p.m.      | May 16       | 1 Session |
| Deborah        | CTC-123, IVCC | HLR-5542-305 | \$39      |
| Niemann-Boehle |               |              |           |

### BIO

Deborah Niemann-Boehle and her suburban family moved to 32 acres in the middle of nowhere to begin a homesteading lifestyle in 2002. They built their own home and populated their farm with poultry, goats, sheep, cattle and pigs. Today they produce 100% of their own meat, eggs, dairy products and maple syrup and a large portion of their fruits and vegetables.

Deborah is the author of *Homegrown and Handmade: A Practical Guide to More Self-Reliant Living and Raising Goats Naturally: A Complete Guide to Milk, Meat and More*. To learn more, visit the farm website at [www.antiquityoaks.com](http://www.antiquityoaks.com) or her how-to website at [www.thriftyhomesteader.com](http://www.thriftyhomesteader.com)



## ■ Pizza, Pizza!

**NEW** Nothing is better than a delicious and healthy pizza made from scratch! Find out how easy it is. We will be making gourmet pizza using herb and whole wheat flour crusts. You can make fresh mozzarella cheese in your own kitchen using ingredients right from the grocery store. Cathy will demonstrate and show you techniques and tips that she has learned over the years. The only equipment you need is a colander and a thermometer. Finish off with discussing and making our own sauces and toppings. *Tuition includes material fee.*

|                |                |             |           |
|----------------|----------------|-------------|-----------|
| Sat            | 9 a.m.-12 p.m. | Mar 19      | 1 Session |
| Cathy          | CTC-123, IVCC  | HLR-3426-03 | \$49      |
| Linker-Lafrenz |                |             |           |

## ■ Canning 101

This course is filled with everything you need to know to get started in canning and preserving your own foods. By the time you finish this course you will be well on your way to making and storing foods like you have thought about for so long! Learn about the tradition of canning and preserving, how to get started, deciding what to can and preserve, the various methods of canning and preserving, water bath and pressure canning, tools of the trade, as well as how to make jams, jellies and condiments. Learn about the importance of reducing safety risks and about all the benefits of taking part in this age-old tradition!

|                |               |             |           |
|----------------|---------------|-------------|-----------|
| Sat            | 1-4 p.m.      | Mar 19      | 1 Session |
| Cathy          | CTC-123, IVCC | HLR-5531-03 | \$39      |
| Linker-Lafrenz |               |             |           |

### BIO

Cathy Linker-Lafrenz started Miss Effie's Country Flowers and Garden Stuff in 2002. She has an acre in cut flower production and has been featured in *Midwest Living Magazine* and the *Radish Magazine*. She is an instructor at Scott County Community College where she regularly teaches culinary classes in their community education program. She also operates a summer kitchen on her homestead



# Culinary

## ■ Make Ahead Meals

**NEW** Want to ease the ever growing dinner debate or learn what to do to save money at the grocery store? Make meals ahead! We will discuss tips and tricks you can use to ease the worry and freeze meals you can heat and serve. Recipes will include make ahead BBQ Spare Ribs and Honey Garlic Chicken among others. Learn to make things a little less hectic on the weeknights! Students will have the opportunity to make a meal to take home. **There is a \$26 material fee payable to the instructor the night of class.**

|                  |               |              |           |
|------------------|---------------|--------------|-----------|
| Tue              | 6-9 p.m.      | Feb 23       | 1 Session |
| Sara Fitzpatrick | CTC-123, IVCC | HLR-3515-302 | \$34      |

## ■ Easy Desserts

**NEW** What's for dessert? Want to make something amazing and look like a gourmet chef without spending the time? You will learn new dessert recipes at class such as Marscapone Toffee Bars and Raspberry Crumb Bars. These beautiful and simple desserts will have you looking like a star without slaving all day! **There is a \$20 material fee payable to the instructor the night of class.**

|                  |               |              |           |
|------------------|---------------|--------------|-----------|
| Mon              | 6-9 p.m.      | Mar 21       | 1 Session |
| Sara Fitzpatrick | CTC-123, IVCC | HLR-3208-303 | \$34      |

## ■ Southern Foods: Comforts of the South

We are headed south of the Mason Dixon line to moonshine and Nascar country. Be sure to leave your diet at home as we dive into some wholesome foods of the south. We will make up tasty Southern traditions such as pulled pork, chix and dumplings, buttermilk biscuits, shrimp and grits, fried steak and gravy and sweet tea! **There is a \$20 material fee payable to the instructor the night of class.**

|           |               |              |           |
|-----------|---------------|--------------|-----------|
| Wed       | 6-9 p.m.      | Mar 30       | 1 Session |
| Tim Freed | CTC-123, IVCC | HLR-3926-303 | \$34      |

## ■ Small Plates: Tapas II

**NEW** Tapas are a variety of small savory Spanish dishes, often served as a snack with drinks or with other tapas as a meal. Join Chef Tim for a night of great Spanish cultural cuisine with a new age twist. Spain has some spectacular natural bounties including, dry cured hams, olive oil, seafood and garlic. We will briefly examine the culture regarding tapas as an eating style and will enjoy some tapas dishes prepared by Chef Tim. Some of the recipes will include gorgonzola stuffed dates, gazpacho, seared garlic shrimp and goat cheese tartlets. **There is a \$25 material fee payable to the instructor the night of class.**

|           |               |              |           |
|-----------|---------------|--------------|-----------|
| Wed       | 6-9 p.m.      | Apr 13       | 1 Session |
| Tim Freed | CTC-123, IVCC | HLR-3111-304 | \$34      |

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

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

|           |               |              |           |
|-----------|---------------|--------------|-----------|
| Wed       | 6-9 p.m.      | Apr 27       | 1 Session |
| Tim Freed | CTC-123, IVCC | HLR-3939-304 | \$34      |

## ■ Seasonings, Salts & Oils...Oh My!

**NEW** There are a lot of ways to flavor your food! Why not try and infused oil or different salt to change the dynamics of your dish? Even fresh herbs can help take ordinary to great! Recipes will include Roasted Garlic over Toast Points, Seared Scallops with white truffle infused sea salt and more. Come see how a simple oil, salt or herb can change the way you cook! **There is a \$20 material fee payable to the instructor the night of class.**

|                  |               |              |           |
|------------------|---------------|--------------|-----------|
| Tue              | 6-9 p.m.      | May 3        | 1 Session |
| Sara Fitzpatrick | CTC-123, IVCC | HLR-3514-305 | \$34      |

## ■ Sauces IV: BBQ Sauces

Summer is right around the corner and you will 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 or 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 \$20 material fee payable to the instructor the night of class.**

|           |               |              |           |
|-----------|---------------|--------------|-----------|
| Wed       | 6-9 p.m.      | May 11       | 1 Session |
| Tim Freed | CTC-123, IVCC | HLR-3935-305 | \$34      |



## ■ Pizza, Pizza!

**NEW** Nothing is better than a delicious and healthy pizza made from scratch! Find out how easy it is. We will be making gourmet pizza using herb and whole wheat flour crusts. You can make fresh mozzarella cheese in your own kitchen using ingredients right from the grocery store. Cathy will demonstrate and show you techniques and tips that she has learned over the years. The only equipment you need is a colander and a thermometer. Finish off with discussing and making our own sauces and toppings. *Tuition includes material fee.*

Sat 9 a.m.-12 p.m. Mar 19 1 Session  
Cathy CTC-123, IVCC HLR-3426-03 \$49  
Linker-Lafrenz

## ■ Canning 101

This course is filled with everything you need to know to get started in canning and preserving your own foods. By the time you finish this course you will be well on your way to making and storing foods like you have thought about for so long! Learn about the tradition of canning and preserving, how to get started, deciding what to can and preserve, the various methods of canning and preserving, water bath and pressure canning, tools of the trade, as well as how to make jams, jellies and condiments. Learn about the importance of reducing safety risks and about all the benefits of taking part in this age-old tradition!

Sat 1-4 p.m. Mar 19 1 Session  
Cathy CTC-123, IVCC HLR-5531-03 \$39  
Linker-Lafrenz

## ■ Secrets of the Caterer [Online Class]

Catering is a business that has become very popular, especially for those who love to cook and plan parties. From weddings, to showers, to business parties, catering is a home-based business that gives the caterer an exciting and creative career. In this introductory course, you will learn how to put your cooking and party planning skills to work. Learn the fundamentals of the catering business, how to cook for large crowds, organize your kitchen, manage your time and work with clients. The course focuses on cooking skills every caterer needs, with an introduction to the business side of catering. You will also receive many unique and tested recipes that you can use to jump-start your business. Build your catering skills and begin a new and exciting career today.

Course Fee: \$99

Take IVCC ed2go online courses anywhere and when it is most convenient for you! Classes are 6 weeks long and 24 contact hours. New classes begin each month. Complete course description, syllabus and demo lesson is available at [www.ed2go.com/ivcc](http://www.ed2go.com/ivcc)

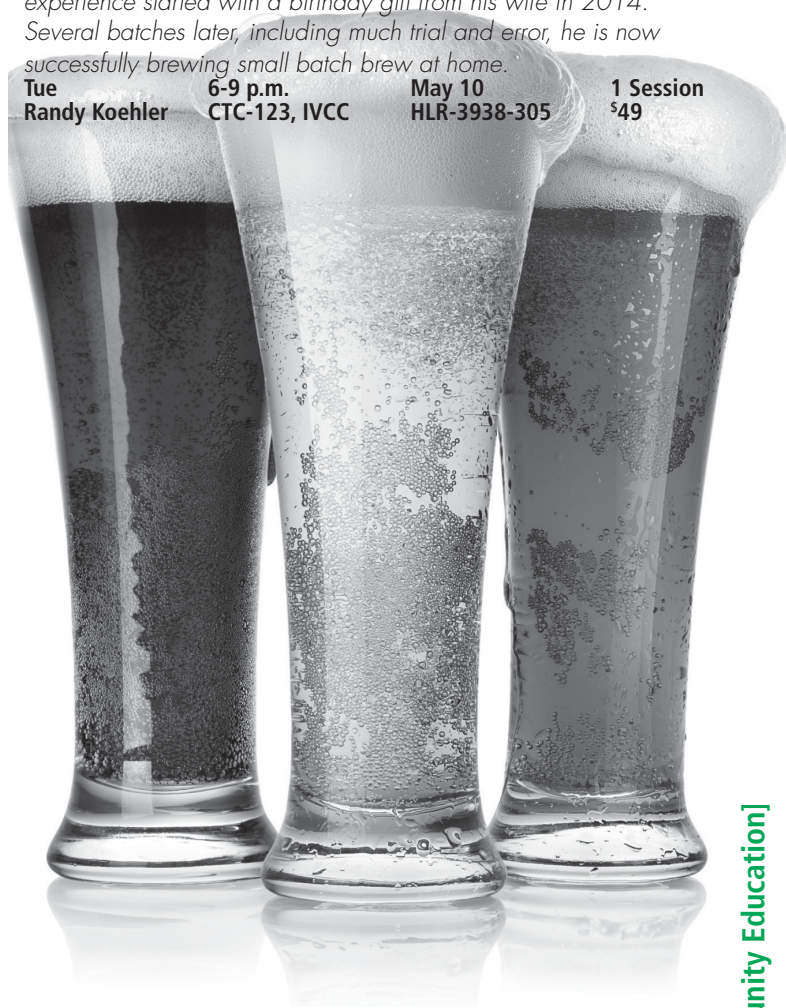
For detailed information on how to get started and register see page 35.

# Home Brewing

## ■ Introduction to Home Brewing

Learn about the art of crafting and brewing at home. Participants will be introduced to the equipment, ingredients, brew kits and the methods used to brew five gallon batches of extract beers. During the course of this class, you will participate in a hands-on demonstration of the equipment and materials; including initial steeping of specialty grains, boiling the wort, hop additions, cooling the wort, transfer to a primary fermenter and practice with bottling. At the end of this introductory class, students will be ready to brew in the comfort of their kitchen, garage or back patio. This class is taught by a beginning brewer, for beginning brewers. You will learn the basics to get started on your own endeavor. **Students must be age 21 or older and have valid photo identification upon arrival at class. There is a maximum of 10 students.** Meet your instructor: Randy Koehler's home brewing experience started with a birthday gift from his wife in 2014. Several batches later, including much trial and error, he is now successfully brewing small batch brew at home.

Tue 6-9 p.m. May 10 1 Session  
Randy Koehler CTC-123, IVCC HLR-3938-305 \$49



# Dollars & Sense

## ■ AARP Smart Driver Program

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

|                  |                      |             |                           |
|------------------|----------------------|-------------|---------------------------|
| Tue/Wed          | 8:30 a.m.-12:30 p.m. | Mar 15-16   | 2 Sessions                |
| Regina Leffelman | Rm 101, Bldg H       | SRS-1112-03 | AARP Fee payable at class |
|                  | 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, mutual funds and different types of accounts including Roth IRA, Traditional IRA and 401K. Find out where you can invest and what the costs are. Learn about the importance of asset allocation, the impact of inflation on your long terms goals and how to plan for your retirement.

|               |               |              |            |
|---------------|---------------|--------------|------------|
| Wed           | 6-7:30 p.m.   | Mar 23-Apr 6 | 3 Sessions |
| Brian Sellett | CTC-125, IVCC | CDV-5001-303 | \$35       |

## ■ 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.

|               |                       |              |           |
|---------------|-----------------------|--------------|-----------|
| Tue           | 6:30-7:30 p.m.        | Mar 29       | 1 Session |
| Tracy Tunnell | Rm 101, Ottawa Center | CDV-5008-633 | Free      |
| Wed           | 6:30-7:30 p.m.        | Apr 20       | 1 Session |
| Tracy Tunnell | CTC-124, IVCC         | CDV-5008-304 | Free      |

## ■ Understand Your Health Coverage

### [Illinois Insurance Marketplace]

Do you have newly acquired health insurance or recently became eligible for Medicaid? Gain a better understanding of health coverage and options available as a result of the Affordable Care Act. Discuss care models including: PPO, HMO, Medicaid Managed Care (MCO), terminology including: premium, deductible, co-payment and information about preventative services and interaction with insurance companies. Learn how to be your own advocate and respond to denials. This session is free, however students are asked to pre-register by contacting the IVCC Continuing Education Center at 815-224-0427. Meet your instructor: Dan Eiten was the Regional Program Manager for the Illinois Health Insurance Marketplace and Illinois Public Health Association.

|           |                       |              |           |
|-----------|-----------------------|--------------|-----------|
| Thu       | 10 a.m.-12 p.m.       | Mar 31       | 1 Session |
| Dan Eiten | Rm 105, Ottawa Center | CDV-5018-603 | Free      |

|           |                 |             |           |
|-----------|-----------------|-------------|-----------|
| Thu       | 10 a.m.-12 p.m. | Apr 7       | 1 Session |
| Dan Eiten | CTC-125, IVCC   | CDV-5018-04 | Free      |

|           |                 |             |           |
|-----------|-----------------|-------------|-----------|
| Sat       | 10 a.m.-12 p.m. | Apr 23      | 1 Session |
| Dan Eiten | CTC-124, IVCC   | CDV-5018-14 | Free      |

## ■ It's Decision Time

### [Understanding Medicare and 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 6-20     | 3 Sessions |
| Dick Volker | CTC-214, IVCC | SRS-1113-304 | \$35       |

## ■ Ecothrifty Living

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

|                        |               |              |           |
|------------------------|---------------|--------------|-----------|
| Mon                    | 6-9 p.m.      | May 16       | 1 Session |
| Deborah Niemann-Boehle | CTC-123, IVCC | HLR-5542-305 | \$39      |



# Pet Care

**BIO** Meet Your Instructor: Denise Kozell has more than 25 years of experience in dog grooming. She is a certified Vet Assistant and certified instructor through Pet Tech; teaching Pet CPR, First Aid, Safety and Care. She is also a member of the Professional Dog Groomers Association. Denise previously worked in law enforcement and is an investigator in animal abuse cases in seven counties.

## ■ Pet First Aid and CPR

Pet owners consider their pets to be their best friends, members of their family and lifelong companions. This hands-on training will prepare you with the knowledge, skills and techniques to help your pets in the event of a medical emergency. Your certified instructor will demonstrate hands-on skills and cover valuable first aid skills to keep both dogs and cats happy and healthy. Learn how to avoid danger areas, identify mistakes that can turn into emergencies in a second, how to put together your own first aid kit and know how to use it. **\*Do not bring pets to class. Please bring a \$20 material fee payable to the instructor for the required PetSaver handbook. Upon successful completion, each participant will receive a certificate and wallet card.**

|               |               |              |           |
|---------------|---------------|--------------|-----------|
| Thu           | 6-10 p.m.     | Mar 3        | 1 Session |
| Denise Kozell | CTC-214, IVCC | HLR-5606-303 | \$85      |

## ■ Basic Dog Grooming and Health Information

Calling dog owners! This is the class for you. Save money by learning the basics from an experienced dog groomer who is also a certified pet first aid and cpr instructor. You will learn how to trim nails, pluck and clean ears, brush teeth and trim around the feet and potty area. Learn to understand your pets health by learning about dog food ingredients and nutrition, along with healthy and holistic alternatives. We will talk about why dogs chew on themselves leaving staining and solutions on how to approach it. **This class is limited to 8 students to maximize hands-on education and animal safety. All dogs will need to be screened by the instructor before being admitted to class and all dogs should be current on and have proof of shots including rabies. If your dog is over 25 lbs, please call the Continuing Education Center at 815-224-0427 prior to registering. Specific equipment is required for this class and must be purchased on the first night of class from the instructor. Please bring a material fee of \$50 to be paid to your instructor the first night of class. Registration deadline: no less than one week before the first class for your selected session.**

|               |                                     |              |            |
|---------------|-------------------------------------|--------------|------------|
| Thu           | 6-9 p.m.                            | Feb 11-18    | 2 Sessions |
| Denise Kozell | Rm 117, Bldg JE<br>IVCC-East Campus | HLR-5612-302 | \$89       |
| Thu           | 6-9 p.m.                            | Mar 10-17    | 2 Sessions |
| Denise Kozell | Rm 117, Bldg JE<br>IVCC-East Campus | HLR-5612-303 | \$89       |
| Thu           | 6-9 p.m.                            | May 12-19    | 2 Sessions |
| Denise Kozell | Rm 117, Bldg JE<br>IVCC-East Campus | HLR-5612-305 | \$89       |

## ■ Advanced Dog Grooming

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

|               |                                     |             |           |
|---------------|-------------------------------------|-------------|-----------|
| Sat           | 10 a.m.-3 p.m.                      | Feb 27      | 1 Session |
| Denise Kozell | Rm 117, Bldg JE<br>IVCC-East Campus | HLR-5613-02 | \$175     |
| Sat           | 10 a.m.-3 p.m.                      | Mar 26      | 1 Session |
| Denise Kozell | Rm 117, Bldg JE<br>IVCC-East Campus | HLR-5613-03 | \$175     |



# Personal Technology



## NEW this Spring...

Miranda Wolf earned her Bachelors in Science Degree from DeVry University in 2001. She is currently serving as Senior Analyst of Cyber Security at Exelon Corporation. Through her vast knowledge and every day experiences, she has developed a series of classes which uses hands-on learning to help you better understand Cyber Security and how to protect yourself and your devices.

### ■ Using the Internet Safely

The internet is a wealth of information, but it is also full of many dangers. If you rely on this tool as an everyday staple, there are steps you can take in order to make sure you are navigating safely. You will begin with learning how to secure your home wireless router, discuss security settings in common browser such as Google Chrome and how to shield your email account. Visiting safe websites and social media tips will also be covered.

|              |               |              |           |
|--------------|---------------|--------------|-----------|
| Thu          | 6-9 p.m.      | Feb 25       | 1 Session |
| Miranda Wolf | CTC-208, IVCC | CEX-1215-302 | \$39      |

### ■ Securing Your Electronic Devices

Personal computers are not the only devices that can be tampered with. In this digital age of Tablets, Smartphones, Gaming Consoles, etc., you need to be sure that all your devices are protected. Begin with exploring operating system settings, the importance of a firewall and various anti-virus/anti malware programs. You will also discuss the importance of password protection, hardware encryption, portable media use, mobile device settings and mobile app security.

|              |               |              |           |
|--------------|---------------|--------------|-----------|
| Thu          | 6-9 p.m.      | Mar 3        | 1 Session |
| Miranda Wolf | CTC-208, IVCC | CEX-1216-303 | \$39      |

### ■ Protecting Your Identity

Identity theft is quickly becoming one of the most common crimes. This occurs when your personal information, such as your Social Security number, credit card numbers or bank account numbers are used without your authorization to commit a fraud. Learn how to keep this information as safe as possible by recognizing the importance of using a strong password, account management and credit card safety. Additional topics covered include avoiding social engineering, whether you should choose paper vs. paperless, company's sharing of information and more.

|              |               |              |           |
|--------------|---------------|--------------|-----------|
| Thu          | 6-9 p.m.      | Mar 10       | 1 Session |
| Miranda Wolf | CTC-208, IVCC | CEX-1217-303 | \$39      |

### ■ Get on Track with Your Mac

**NEW** Learn the basic fundamentals when working on an Apple Mac. In this hands-on class, you will begin with mouse and keyboard operations. Once comfortable, you will cover word processing features such as opening a document; making changes to it; use cut, copy and paste; how to save the document and much more. You will also learn ways to use the operating system to organize your files and folders. Students will work at a comfortable pace and will be allowed plenty of time to practice various features. *\*Textbook and a 2GB flash drive required.*

|           |             |              |            |
|-----------|-------------|--------------|------------|
| Wed       | 6-9 p.m.    | Mar 2-23     | 4 Sessions |
| Amy Weber | D-104, IVCC | CEX-4412-303 | \$99       |

### ■ How to Use Windows 10

**NEW** See full description on pg. 3.

|                  |             |              |            |
|------------------|-------------|--------------|------------|
| Tue              | 6-9 p.m.    | Apr 12-May 3 | 4 Sessions |
| Doreen Balzarini | C-316, IVCC | CEX-4411-304 | \$99       |

### ■ 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 sack lunch that does not require refrigeration. You are also required to 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.

|                |               |             |           |
|----------------|---------------|-------------|-----------|
| Sat            | 9 a.m.-3 p.m. | Mar 12      | 1 Session |
| Vanessa Goslin | D-104, IVCC   | CEX-4956-03 | \$59      |



Summer Class Registration  
**Opens April 8**  
for the following class

### ■ Photoshop CS 6 Introduction

|                |               |             |           |
|----------------|---------------|-------------|-----------|
| Sat            | 9 a.m.-3 p.m. | Jun 4       | 1 Session |
| Vanessa Goslin | D-104, IVCC   | CEX-4956-06 | \$59      |





# Online Courses

## Convenient, Affordable and Effective

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

View our online course catalog at [www.ed2go.com/ivcc](http://www.ed2go.com/ivcc)

Choose from **over 300** online classes available every month.

**New class sessions will begin:**  
**January 13 ~ February 10 ~ March 16**  
**April 13 ~ May 18**

### ■ Handling Medical Emergencies

What would you do if a member of your family suffered a medical emergency? You could certainly call for trained emergency medical responders, but what would you do while you're waiting for them to arrive? Every second counts during a medical emergency. Recognizing the early signs and symptoms of common medical conditions and providing appropriate treatment can mean a better outcome for the patient. Early recognition and intervention can greatly reduce the seriousness of the illness, which means a shorter hospital stay and lower medical costs. It is also very satisfying to know how to help someone in a time of need. This course will identify common medical emergencies affecting children and adults, help you recognize signs and symptoms and teach you how to render appropriate emergency care. For adults, you will learn how to recognize and manage chest pain, heart attack, stroke, diabetic problems, seizures, breathing difficulty, burns and allergic reactions. For children, you will also learn about poisoning, fever, childhood illnesses, injuries from accidents and the signs of abuse.

Course Fee: \$99

### ■ Computer Skills for the Workplace

Most jobs today require a working knowledge of certain computer skills. Employers seek and reward employees with the skills and knowledge to send messages across the country via e-mail; use a spreadsheet to create a graph and paste it into a report; add and edit data in a database; understand the implications of file sizes, memory limitations and network arrangements; and recognize the function and features of modern computer components. Any job candidate who already possesses these skills will stand above those who do not. This course is designed to provide the fundamental computer competencies you need to survive and prosper in today's fast-changing workplace. Learn how to implement the powers of modern office software to work faster and more efficiently. Focus on practical application for software most common to the workplace. When you finish this course, you will have learned why employers consider technological literacy so critical to the success of any organization.

Course Fee: \$99

## HOW TO GET STARTED:

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

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

### For Business

- Jump Start your Career with LinkedIn
- Manufacturing Fundamentals
- Individual Excellence
- Accounting Fundamentals
- Writing Effective Grant Proposals

### For Teachers [Earn PDs]

- Spanish in the Classroom
- Integrating Technology in the Classroom
- Ready Set Read!
- The Creative Classroom

### For Nurses [Earn CE Hours]

- Certificate in Healthy Aging
- Certificate in Gerontology
- Certificate in Perinatal Issues

### For Personal Enrichment

- Drawing for the Absolute Beginner
- Genealogy Basics
- Lose Weight and Keep it Off
- Writerific: Creativity Training for Writers
- Foreign Languages: Japanese, English, Spanish, French, Italian

Pre-registration is required for all classes.

Payment is due at the time of registration.

## REGISTER NOW: Online

[www.ivcc.edu/onlinecec](http://www.ivcc.edu/onlinecec)

## Mail

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

## Phone

Please call (815) 224-0447

## Fax

(815) 224-6091

## In Person

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

## REGISTRATION CONFIRMATION

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

## REFUND/ CANCELLATION POLICY

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

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

# Continuing Education Registration Form

Spring 2016 | Visit our website - [www.ivcc.edu/cec](http://www.ivcc.edu/cec)



Gender: ☐ Male ☐ Female Admission Status: ☐ First time IVCC Student ☐ Returning IVCC Student

Social Security Number (must be included) \_\_\_\_\_

Last Name \_\_\_\_\_ Former 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 ( ) \_\_\_\_\_

## The following items are requested for state reporting.

### 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 \_\_\_\_\_

### Highest degree previously earned:

☐ GED ☐ Certificate ☐ Master's Degree ☐ Other

☐ H.S. Diploma ☐ Associate Degree ☐ 1<sup>st</sup> Professional Degree

☐ Some College ☐ Bachelor's Degree ☐ Doctoral Degree

| 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 Security Code \_\_\_\_\_

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Cardholder's signature \_\_\_\_\_ ☐ Per Phone

IVCC does not discriminate on the basis of race, national origin, disability, age, religion, sexual orientation or any legally protected classification.



## Publishing

### ■ How To Publish What You Write

So you like to write, but how do you get paid for writing? Marketing and selling your work is crucial to your success. Should you get an agent to represent you? Query publishers directly? Self-publish your book? Learn what it takes to get your work published in newspapers, magazines, books and on the Internet. Learn how to market your writing effectively, how to approach publishers and how to negotiate a contract. We will also discuss copyright issues and electronic publishing versus traditional publishing. *Since 1988, Deborah has written hundreds of articles that were published in newspapers, magazines and the Internet and she is the author of three traditionally-published books.*

Wed  
Deborah  
Niemann-Boehle

6-9 p.m.  
CTC-124, IVCC

Mar 2  
HLR-5426-303

1 Session  
\$39

## ACT Test Prep

### ■ 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 "Cliff's Test/Prep ACT" is included in the price of this course. Seating is limited for this class. Two classes have been scheduled. Please see below for information on a class meeting in Ottawa at the IVCC Ottawa Center and the class meeting at IVCC's Main Campus in Oglesby.

#### Take it at the IVCC Ottawa Center

\*Registration deadline: Jan 16

|              |               |              |        |
|--------------|---------------|--------------|--------|
| Sat          | 9 a.m.-4 p.m. | Jan 23       | Rm 112 |
| Cathi Nelson | 1 Session     | YOU-3501-601 | \$85   |

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

\*Registration deadline: Feb 12

|                                |                |             |         |
|--------------------------------|----------------|-------------|---------|
| Sat                            | 9 a.m.-1 p.m.  | Feb 20      | CTC-208 |
| Sat                            | 9 a.m.-12 p.m. | Feb 27      | CTC-214 |
| Cathi Nelson &<br>Bernie Moore | 2 Sessions     | YOU-3501-03 | \$85    |





815 N. Orlando Smith Road  
Oglesby, IL 61348-9692  
[www.ivcc.edu/cec](http://www.ivcc.edu/cec) | 815.224.0427

ECR-WSS  
Non-Profit  
Organization  
U.S. Postage PAID  
LaSalle, IL  
Permit No. 14

POSTAL CUSTOMER

# IVCC Summer Youth Camps

IVCC Summer Camp Schedule for  
kids will be available in April 2016

To request a copy call: 815-224-0427

Outdoor Ed'Venture Week  
is July 25-28, 2016

For more information contact the Continuing Education Center  
Illinois Valley Community College  
815 N. Orlando Smith Road | Oglesby, IL | 61348  
815-224-0427 | [www.ivcc.edu/cec](http://www.ivcc.edu/cec)