

January 5 – February 13, 2020
Classes Start Throughout the Session

Discover Your Passion *Lifelong Learning*



Classes for the Community
pcclearn.org

Winter 2020

New Year's Resolutions ~

Resolutions! Many people make them, yet few are kept. If Resolutions were easy to keep, to become a part of one's everyday life, would they not also be made on days other than on New Year's Eve? Would they be made conceivably throughout the year? Perhaps on one's birthday? Anniversary? Leap Year? Or on the 3rd Wednesday in June? Resolutions, after all, are positives. They make us feel hopeful for new beginnings and fresh starts, and sometimes, yes, sometimes, some Resolutions are kept!

This year, consider making one Resolution you will want to keep. One that is actually fun and easy to keep. Resolve to take a course, participate in a workshop, complete a certificate, or join a group for a day trip or overnight tour. In a survey of 2,000 people, researchers found that 26% listed "Learning a New Skill or Hobby" as a Resolution they wanted to make – and keep! Consider making your own Resolution this year by becoming a part of the PCC Extension family of *lifelong learners*.

Resolve, Register, and Prepare today for your Lifelong Learning Experience!

"And now we welcome the new year. Full of things that have never been." - Rainer Maria Rilke

PCC Extension

pcclearn.org

626-585-7608

New Year – New Courses

Become a Reality TV
Casting Producer

Get the Job *You Want!*

Make Money with Blogging and
Content Monetization

Experimental Abstract Painting

Make a Basic Musical Instrument

Psychology of College Success

Zero Waste 101

Law of Attraction

A Rose in any other Language

Classroom

French Italian

Spanish

Online

French Italian

Japanese Spanish

Discover Sign Language

Online Certificates Instructor Led or Self Study

Accounting & Finance for
Non-Financial Managers

Data Analysis

Digital Marketing

Project Management

Social Media for Business

Spring PCC Extension catalog available in January.

PCC EXTENSION

WINTER 2020
January 5 to February 13

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LEGEND

NEW New for Winter 2020



Online



Certificate Program

Locations: **PCC** - Pasadena City College
AHS - Arcadia High School

PROFESSIONS

Notary Public Licensing

Instructor: Thomas Peavyhouse

Notary Class: This course exceeds the State of California qualifications for new applicants and for notaries that are renewing their commissions. *Commissioned notaries may take this course six months prior to their commission expiration date.* Students completing the class will receive a State-approved Certificate of Completion required to take the State-proctored notary examination. The State of California will offer a same-day exam (additional cost). \$49 materials fee payable in class.

Advanced registration required. No walk-in registrations. Minimum age 18. Late arrivals will not be admitted and no refunds will be given.

Notary Exam: Registration/exam begins at 4:00 pm, concludes at 6:00 pm. Exam requirements:

1. \$40 check or money order only payable to the Secretary of State (including renewals). No Cash.
2. ID: Driver's License or State DMV card; Passport; Military ID; (non US citizens bring Alien Registration number).
3. Bring two sharpened, No. 2 pencils.
4. Bring a 2"x2" passport photo to be submitted as part of the Secretary of State application background check. May be purchased in class for \$10.

0390X **PCC - Room R221** **\$99**
Feb 1 **1 Sat** **8am-4pm**



Mystery Shoppers

Instructor: Jennifer Hayes

Mystery shopping is a wonderful way to earn extra income and have fun while shopping, dining, and evaluating customer service at local businesses! This workshop will show you the ins and outs of mystery shopping. Topics include:

- Signing up with shopping companies
- Getting your first assignment
- Avoiding pitfalls
- Writing great reports

\$20 materials fee payable in class.

0329X **PCC - Room R123** **\$45**
Jan 18 **1 Sat** **12pm-2:30pm**



Become a Solar Installer



Instructor: Quayum Abdul

Since 2010, solar panels have increased in popularity; and in California, all new home construction must have solar panels. Home and commercial owners are looking for Solar Installers to install solar panels on roofs, and countless experienced solar installers are providing this work as independent contractors. In fact, it is projected that by 2020, 65% of solar installations will be done by independent solar installers. Join us and learn how to design and install roof-top solar photovoltaic systems. Participants will have the opportunity for hands-on, real world training through a volunteer organization. Topics include:

- Solar, electrical, and city codes
- Electrical wiring

Note: Course requires a total of 24 hours of instruction. Certificates will be issued upon successful completion of the course, as determined by the instructor. \$40 material fee payable in class.

2257X **PCC - Room R113** **\$135**
Jan 24-Mar 20 **8 Fri** **6:30pm-9:30pm**

Supervisory & Leadership



In partnership with UGotClass

Your employees are your most valuable resource. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. New and experienced supervisors receive insightful, practical, and easy-to-understand methods about leadership. Learn effective delegation, performance management, and performance review techniques. Discuss the specifics of the supervisor's role and responsibilities, as well as strategies for improving overall effectiveness as a leader. Visit pcclearn.org/UGotClass for more information.

4521X **ONLINE COURSE** **\$395**
Start: Feb 3, Apr 6

NEW Get The Job You Want!

Instructor: Ellie MacMullin

Do you freeze up during an interview? Are you uncomfortable talking with a Recruiter or Hiring Manager over the phone? This course will navigate you through the challenges of developing and delivering a compelling presentation about why you should be hired and what you bring to the table. As a Corporate Recruiter for more than 30 years, I will provide guidance and assistance to insure you have the tools you need to get that interview. In this competitive working environment, you need the techniques to present the best you for the job. \$15 materials fee payable in class.

0436X **PCC - Room R224** **\$65**
Jan 25-Feb 1 **2 Sat** **10am-12pm**



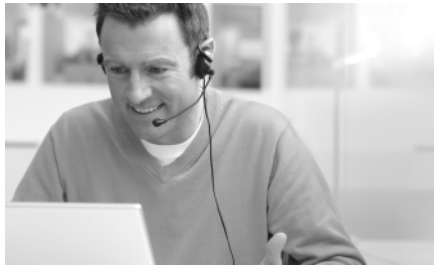
Rental Property Management

Instructor: Shiral Torres

As an owner or manager of rental properties, you have a thorough understanding of why it is crucial to precisely track income and expenses. You know why it is necessary to maintain accurate, updated, and organized documents, and why all documents need to be stored in a secure location. If not, then register for this informative and insightful workshop! In addition to discussing the whys and wherefores, owners/managers will learn about current laws, how the income and expense worksheet handout will help with income tax preparation, and how to effectively use a 12-month calendar to make property management less complicated. To keep it all together, you will receive a binder to keep your business organized and insure your success! \$25 materials fee payable in class.

0433X **PCC - Room R109** **\$45**
Feb 8 **1 Sat** **10am-12pm**

*Shiral also teaches **Find Cash by Tracking Your Spending** - page 23.*



Certificate in Customer Service



In partnership with UGotClass

Customer service is essential for business and all work organizations. The increase of technology has made human interaction with customers all the more important. Whether it relates to retaining customers, serving your audience, or turning inquiries from potential customers into sales, good customer service is a central factor in organizational success. Learn to improve your customer service skills and enhance your career skill set, improve productivity, and increase your organization's success. Also discover some extraordinary customer service techniques not found anywhere else.

4525X Keys to Customer Service

Start: Feb 3, Apr 6 \$145

4514X Extraordinary Customer Service

Start: Mar 2, May 4 \$145

Enroll in both and save \$45!

4515X ONLINE SERIES

Start: Feb 3, Apr 6 \$245

Stunt Acting

Instructor: Jack Huang

Join us and discover how to do basic stunts, action movements, and fight sequences confidently and safely. Topics include:

- Financial qualifying guidelines
- Head and Body Reactions
- Basic Martial Arts Elements
- Power Control of Movements
- Break Falls
- Voicing and Timing
- Safety
- Job Hunting

Discussion includes advice about a career in stunt acting, however, whether you are interested in a career, or just wish to participate in a unique activity, come and learn about stunt acting, and have fun! *Wear loose, comfortable clothing.* \$10 materials fee (for knee and elbow pads) payable in class.

4015X PCC - Room W201 \$89
Jan 13-Feb 10 4 Mon 7pm-9pm

NEW Become a Reality TV Casting Producer

Instructor: Costa Nicolas

Now that reality television has taken over Hollywood, recognizing the need for additional casting associates and casting producers is front and center! Employment opportunities in the field of reality casting are bountiful. This workshop is designed to provide you the knowledge and skills to pursue employment in production, perhaps even in casting your favorite series, the one you have been watching all season. This workshop is designed for students who are hardworking, have a positive attitude, and possess a passion for pursuing a career in casting. **Note:** Students must bring a laptop or tablet to class.

0338X PCC - Room R113 \$85
Jan 19-Feb 9 4 Sun 1pm-3pm

Voiceover Classes

Partner: Voices For All

Voiceover Professional

This fun and empowering 2-hour introductory workshop covers the different types of voiceovers and what tools are needed to find success. Students will be coached as they read a script, and are recorded to receive a professional voiceover evaluation later. Leave with the knowledge necessary to decide if this career is something you want to pursue. This workshop is taught by a professional voice actor from a voice acting training company.

4210X PCC - Room R104 \$49
Jan 25 1 Sat 10am-12pm

Voiceover Professional - Online



This fun and empowering 90-minute introductory workshop, taught by a professional voice actor, covers the different types of voiceovers as well as what tools are needed to find success in the industry. Your instructor will coach you in this one-on-one video chat setting as you read from real scripts; and later will provide a professional voice evaluation. For a demonstration, go to: voicesforall.com/ooo. **Note:** Students must have internet access and a webcam.

4220X ONLINE COURSE \$49
Schedule your class when convenient!
Login info provided upon registration.



Professional Make-Up Artistry

Instructor: Michele Godinez

This is a hands-on course where students learn to properly color match, contour, highlight, and create a Natural Eye look for bridal, print, and film shoots, as well as for everyday use. Students also will learn a Glamour look for special occasions, fashion, and print. Included: eyeliner techniques, professional kit necessities, how to make your look last all day, bring in business, and receive professional discounts on name-brand make-up. **Note:** Upon successful completion of the course, students receive a Certificate from the instructor (professional discounts are available with certificate). \$40 materials fee payable in class.

0413X PCC - Room R115 \$99
Feb 2-Feb 9 2 Sun 9am-5pm

Film School (2-Day Certificated)

Produce, Write, Direct, Act

Instructor: Dov S-S Simens

This course launched into filmmaking writer Quentin Tarantino, actor Will Smith, and singer Queen Latifah, and now, hopefully, yours! Anyone...Yes anyone can Write, Produce, or Direct films and TV shows for profit when given the basic information - and this intensive crash-course delivers! The focus is on the business of filmmaking (yes, talent is important but it can't be taught) rather than the art of filmmaking. **Day 1: "Filmmaking A-Z: Writing, Directing Shooting & Editing"** details step-by-step how to make your first feature film with budgets as little as \$10,000 to as high as \$100,000,000. **Day 2: "Dealmaking A-Z: Producing, Financing, Distributing & Profiting"** clearly explains how to market, sell, and finance the film you learned to make on Saturday. All attendees receive a 100 page Filmmaker's Workbook; qualify for a Producer's Diploma and Filmmaker's Certificate; and graduate knowing exactly how the industry, called Hollywood, whether its Agents, Bankable Stars, Dealmakers or Powerbrokers, works when you are a first-timer.

4215X \$245
Apr 4 & 5 1 Sat & Sun 9am-6pm

Classes held at the Hollywood Film Institute
(Raleigh Studios, 5300 Melrose Ave., Hollywood)

Online Certificate Programs

Instructor-Led or Self-Study

Self-Study option lets you start anytime, and has the same content, readings, presentations, and quizzes as the structured and paced, Instructor-Led option. Should you determine that instructor interaction is preferred, you may transfer to the Instructor-Led option at no additional cost. Offered in partnership with UGotClass.

Certificate in Accounting and Finance for Non-Financial Managers

This program explains the financial concepts and accounting processes used in most businesses, and provides practical techniques to increase effectiveness and enhance careers. Start with a foundation to understand the seven steps in the accounting cycle, use financial information in decision making, gain the knowledge to analyze resource allocation, and evaluate financial performance. Then discover what you need to know about cash such as how to maximize cash flow, the importance of cash, and your role in cash flow success. Finally, learn how business reports are assessed and analyzed, and understand what financial information drives an organization.

4499X Accounting and Finance for Non Financial Managers
Start: Feb 3, Apr 6 \$195

4334X Cash is King
Start: Mar 2, May 4 \$195

4333X Financial Analysis and Planning for Non Financial Managers
Start: Apr 6, Jun 8 \$195

Enroll in all three and save \$90!

4332X INSTRUCTOR-LED SERIES
Start: Feb 3, Apr 6 \$495

4332S SELF-STUDY SERIES
Start: Upon registration \$495

Certificate in Data Analysis

Data Analysis is one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze the data, to see trends, and then to make predictions. Add a whole new skill set to your portfolio and make a noticeable difference in the success of your organization by acquiring data analysis skills. Whether your business is home based or you are part of a large company, this certificate will take you to the next level where important decision-making happens.

4546X Introduction to Data Analysis
Start: Feb 3, Apr 6 \$195

4547X Intermediate Data Analysis
Start: Mar 2, May 4 \$195

4548X Advanced Data Analysis
Start: Apr 6, Jun 8 \$195

Enroll in all three and save \$90!

4545X INSTRUCTOR-LED SERIES
Start: Feb 3, Apr 6 \$495

4545S SELF-STUDY SERIES
Start: Upon registration \$495

Certificate in Project Management

Project management provides insight about project health to the business and the customer. Through continuous monitoring, early detection of variations to plan, schedule, and budget can be communicated to stakeholders for quick resolution, including, when warranted, project cancellation. Gain the skills, tools, and templates to confidently develop and manage a project. An overview of salaries, certification costs, education, and experience requirements are provided. Acquire knowledge about the five Project Management Processes relating to the Project Management Body of Knowledge Guide; and learn the ten Project Management Knowledge Areas, their relationships and their support role to the Project Management Processes.

4562X Introduction to Project Management
Start: Feb 3, Apr 6 \$195

4564X Project Management Processes
Start: Mar 2, May 4 \$195

4563X Project Management Knowledge Areas
Start: Apr 6, Jun 8 \$195

Enroll in all three and save \$90!

4561X INSTRUCTOR-LED SERIES
Start: Feb 3, Apr 6 \$495

4561S SELF-STUDY SERIES
Start: Upon registration \$495

Digital Marketing Certificate

Receive a fundamental introduction to eMarketing, including improving email promotions, analyzing website traffic, insuring search engine optimization, and employing online advertising. Relevant for any type of organization, including businesses, non-profits, and government agencies, digital marketing is exploding. Previous eMarketing experience or expertise is not necessary. If you already are at an advanced level, your instructors are experts and will provide the latest, most advanced information, and will answer your toughest questions.

4511X Improving Email Promotions
Start: Feb 3, Apr 6 \$195

4510X Boosting Your Website Traffic
Start: Mar 2, May 4 \$195

4512X Online Advertising
Start: Apr 6, Jun 8 \$195

Enroll in all three and save \$90!

4509X INSTRUCTOR-LED SERIES
Start: Feb 3, Apr 6 \$495

4509S SELF-STUDY SERIES
Start: Upon registration \$495

Social Media for Business Certificate

Join this expanding and exciting way to communicate, market, and serve your customers and clients. Designed for businesses, nonprofits, and government agencies, learn how to use Facebook, Twitter, blogging, YouTube, and LinkedIn. Also discover the new principles of communication that apply across all networks, how these specific social networks work, and the possible uses for your organization.

4519X Introduction to Social Media
Start: Feb 3, Apr 6 \$195

4520X Marketing Using Social Media
Start: Mar 2, May 4 \$195

4518X Integrating Social Media into Your Organization
Start: Apr 6, Jun 8 \$195

Enroll in all three and save \$90!

4517X INSTRUCTOR-LED SERIES
Start: Feb 3, Apr 6 \$495

4517S SELF-STUDY SERIES
Start: Upon registration \$495

Consult our website at pcclearn.org for detailed course information.



Online Career Training Programs

These certificate programs chart your course to an in-demand profession or help advance your current career. Begin at any time and learn at your own pace! Upon successful completion of program, you will receive a Certificate of Completion.

All materials are included in program fees. Each course has an instructor assigned to answer questions.

Features:

- 6-18 month self-paced, start anytime
- Textbook and materials included
- Prepare for industry certification
- Certification exam voucher included
- Advisors provide coaching, motivation, and career readiness support
- **Financial assistance available**

HIGH DEMAND CAREER FIELDS

Pharmacy Technician

Gain the skills and knowledge to qualify for entry-level positions in pharmacies, and be prepared to sit for the Pharmacy Technician Certification Exam (PTCE).

Administrative Dental Assistant

This nationally recognized Administrative Dental Assistant Online Certificate Program will teach you essential skills for managing the business of a dental practice and becoming an administrative dental assistant.

Certified Medical Administrative Assistant (CMAA)

Administrative medical assistants are versatile and valuable members of the healthcare team. This program prepares you for the Certified Medical Administrative Assistant (CMAA) exam.

Medical Terminology

The Medical Terminology Online Training Program teaches you to understand medical terms and their application.

Android App Developer

This Google-Authorized Training program is designed to propel your career as a professional Android app developer. This program takes you through the basics and moves on to advanced concepts in Android app development. You will acquire the necessary skillsets and experience for professional Android application development.

Certified Bookkeeper

The Certified Bookkeeper Online Training Program for experienced bookkeepers leads to national certification with the American Institute of Professional Bookkeepers (AIPB). The AIPB certification is a high professional standard for bookkeepers.

Chartered Tax Professional

After successfully finishing the Chartered Tax Professional Certificate Program, you will be qualified to prepare tax returns for individuals, small business corporations, partnerships, and sole proprietorships

Certified Wedding Planner

Wedding planners combine creativity and organization to help happy couples celebrate the most important day of their lives. Train for a career surrounded by celebratory events!

Human Resources Professional

Master the skills needed to advance within your human resources career, a high-demand field with plenty of opportunity for advancement.

Certified Residential Interior Designer

This program will give you the basic skills and background needed to start working as an interior home designer, and the Residential Interior Design Education (R.I.D.E.) credential will increase your status with potential clients.

Veterinary Assistant

This program is designed for people who want to work at a veterinary hospital and for those already are employed in positions in which they look after animals.

Child Development Associate Training

This flexible, self-directed certificate program in Childcare and Education enables you to earn your national Child Development Associate (CDA) certification.

CompTIA™ A+ Certification Training

The CompTIA™ A+ Certification is a critical first step in opening the door to your IT career. Throughout this program, you will learn the essential skills needed to begin a career working within the industry.

Microsoft Office Specialist 2019 (MOS) Certification Training

The Microsoft Office 2019 Specialist training program prepares you to sit for the Microsoft Office Specialist Certification Exams, which cover Word, Excel, PowerPoint, Outlook, and Access.

Adobe Certified Associate

If you like and appreciate graphic design and consider yourself creative, this program is perfect for you. Become a Adobe Certified Associate and by learning Adobe's Creative Suite, the most commonly used program for professional graphic design, video editing, and web development.

The Complete Project Manager with CAPM® and PMP® Prep

By combining the Essentials of Project Management with Mastering Project Management, this online training program provides you with a thorough understanding of project management.

Professional Bookkeeping with QuickBooks

Prepare for a career in the high-demand field of bookkeeping as you master QuickBooks—the leading financial software tool for small businesses. By the end of this program, you will be an expert in everything from basic accounting to double-entry bookkeeping.

For complete program details and registration information for these and many other Online Career Training Programs, visit:

pcclearn.org/CTP

PCC EXTENSION OFFERS ONLINE COURSES FOR EVERY INTEREST

Learn anytime, anywhere...just a click away!



*When winter winds
blow, it's time to take
an online class!*

Start Dates:

January 15

February 12

March 18

April 15

**Courses priced from
\$99**

**Self-paced courses. New
sessions start monthly.
Upon successful
completion of a course,
you may download a
certificate of completion.**

***Captivating Instructors!
Interesting courses!
Satisfied students!***

A Sampling of Our Online Courses

Accounting and Finance

Accounting Fundamentals I & II
Performing Payroll in
QuickBooks 2015
Keys to Successful Money
Management
Where Does All My Money Go?
[Personal Finance](#)
Real Estate Investing
Stocks, Bonds, and Investing

Business

Administrative Assistant
Fundamentals
Fundamentals of Supervision
and Management
[Managing Customer Service](#)
Project Mgmt Fundamentals
Wow, What a Great Event!
Writing Effective Grant
Proposals

College Readiness

Intro to Algebra
Intro to Biology
Intro to Chemistry
Math Refresher
GED Preparation
Prepare for the GED Math Test
SAT/ACT Preparation I & II
GMAT Preparation
GRE Preparation I & II

Computer Applications

Microsoft Excel 2016
Microsoft Word 2016
Microsoft PowerPoint 2016
Intro to QuickBooks 2017
Intro to Photoshop CC
Intro to Illustrator CS6
Intro to InDesign CC
Photoshop Elements for the
Digital Photographer

Design and Composition

Creating Web Pages
Intro to CSS3 and HTML5
Creating WordPress Websites
[Designing Effective Websites](#)
Responsive Web Design
Intro to JavaScript
Discover Digital Photography
Secrets of Better Photography
Travel Photography for the
Digital Photographer

Healthcare and Medical

Medical Terminology
Explore a Career in Med Coding
Human Anatomy & Physiology
HIPAA Compliance
Spanish for Medical Professionals
Explore a Career as an
Admin Medical Assistant
Handling Medical Emergencies
Become a Physical Therapy Aide
[Become a Veterinary Assistant](#)

Language and Arts

Beg Conversational French
Conversational Japanese
Speed Spanish
Instant Italian
Grammar for ESL
Discover Sign Language
Enhancing Language
Development in Childhood
Drawing for the Absolute Beginner
Introduction to Guitar
Music Made Easy

Law and Legal

Employment Law Fundamentals
Intro to Criminal Law
Real Estate Law
Workers' Compensation
LSAT Preparation I & II

Personal Development

Genealogy Basics
Lose Weight and Keep It Off
Luscious, Low-Fat, Quick Meals
[Twelve Steps to a Successful
Job Search](#)
Understanding Adolescents
Learn to Buy and Sell on eBay
Start and Operate Your Own
Home-Based Business

Teaching and Education

[The Creative Classroom](#)
Creating a Classroom Website
Teaching Preschool
Solving Classroom Discipline
Problems
Homeschool With Success
Teaching Students with
Learning Disabilities
Ready, Set, Read!

Technology

Keyboarding
Computer Skills for Workplace
Intro to PC Troubleshooting
Intro to Windows 10
Intro to Networking
Intro to SQL
Intro to PC Security
Get Started in Game Development
Basic CompTIA A+ Certif Prep

Writing and Publishing

Writerific: Creativity Training
Write Your Life Story
Mystery Writing
Travel Writing
Intro to Screenwriting
Keys to Effective Editing
Beginner's Guide Getting Published
Write and Publish Nonfiction Book
Publish and Sell Your E-Books

**For complete course details and to register for
these and other ed2go courses, visit:**

ed2go.com/pcclearn

Featured Instructor-Led Online Courses

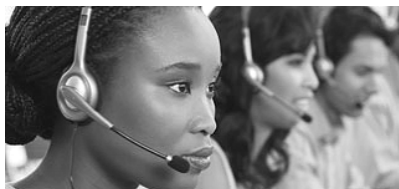
Courses Start Monthly

Accounting and Finance

Personal Finance

Prepare for a lifetime of worthwhile personal financial planning. The tools you learn will be useful, realistic, and easy to work into your regular routine. They will help you gain control over the financial impact of the choices you make. You will learn to create and use a budget, borrow and invest wisely, make intelligent decisions about insurance, and plan for your financial future. You will develop a retirement savings plan, be better prepared to make large purchases, and plan for taxes. In addition, you will learn the essentials of household bookkeeping and record-keeping requirements.

ONLINE COURSE \$109
Start: Jan 15, Feb 12, Mar 18, Apr 15



Design and Composition

Designing Effective Websites

Creating a website is easy, but creating an effective site is challenging. Regardless of your current skills or level of knowledge, in this course you will master the basics of Web design and learn how to build sites that are more effective. We will examine the tension between form and function, explore the six major states of the website development process, and learn the basics of user-centered design. Also covered are the five basic steps to organizing information, as well as how site design themes are used for information delivery.

ONLINE COURSE \$109
Start: Jan 15, Feb 12, Mar 18, Apr 15



Personal Development

Twelve Steps to a Successful Job Search

In this course, you first will learn to identify the job that is best for your needs, and then learn complete systematic instructions about how to get that job. You will learn how to build rapport with any interviewer, both verbally and non-verbally, while mastering the six phases of a successful job interview. This motivational course will increase your confidence, help you feel great about yourself, and provide you with the foundation you need to get the job you want!

ONLINE COURSE \$109
Start: Jan 15, Feb 12, Mar 18, Apr 15



Business

Managing Customer Service

In this course, you will discover a number of methods to bring out your best, and the best in the people with whom you work. You will learn how to measure customer service from both the company's point of view and the customers, discover how to anticipate the needs of your customers, and learn how to identify the level of your current customer service. In addition, you will learn how to communicate, resolve complaints, and build long-lasting customer service programs.

ONLINE COURSE \$109
Start: Jan 15, Feb 12, Mar 18, Apr 15

Healthcare and Medical

Become a Veterinary Assistant

If you have ever considered a career as a veterinary assistant, you might have questions about the profession. In this course, you will learn about pet nutrition, and a variety of health and safety issues. You will learn how to treat and prevent parasites, including roundworms and heartworms. You will even learn the facts of life, as it pertains to dogs and cats. Additionally, you will explore current thoughts about spaying and neutering, as well as how to address the emotional issues of euthanasia and pet loss.

ONLINE COURSE \$109
Start: Jan 15, Feb 12, Mar 18, Apr 15

Teaching and Education

The Creative Classroom

Creativity will abound in your classroom as you tap into your students' hidden talents. Learn how to use creativity to teach reading, writing, visual arts, performing arts, social studies, science, mathematics, and physical and health education. Develop creative new approaches to field trips, learning labs, activities, exercises, assignments, and evaluation methods. Think beyond the textbook and challenge your students by making your classroom a creative classroom!

ONLINE COURSE \$109
Start: Jan 15, Feb 12, Mar 18, Apr 15

For complete course details and to register for these and other ed2go courses, visit:

ed2go.com/pcclearn

Healthcare Certificate Programs

In partnership with ed2go

These online Healthcare Certificate Programs will distinguish you as a knowledgeable, skilled, and committed professional in specialized healthcare fields. **CE contact hours provided.**



Complementary and Integrative Health
End of Life Care
Food, Nutrition, and Health
Gerontology
Healthy Aging
Spirituality, Health, and Healing

Programs start monthly. For detailed program descriptions, requirements and start dates, go to: ed2go.com/pcclearn

Occupational Spanish Courses

In partnership with ProTrain

Self-paced, online courses, start anytime, 16 hours of instruction, for 6 months; Certificate of Completion available upon request.



Spanish for Banking
Spanish for Construction
Spanish for Educators
Spanish for Firefighters
Spanish for Food Service
Spanish for Health Care
Spanish for Housekeeping
Spanish for Law Enforcement
Spanish for Manufacturing and Warehousing
Spanish for Social Services
Spanish for the Workplace

The fee for each course: **\$165**. For detailed program descriptions, go to: pcclearn.org/ProTrain

For in-class Spanish classes, turn to page 22.

Business Startups

Instructor: Connie Sparks

The ABCs of Starting a Business

This workshop will provide information and resources important to know before venturing into business. Topics include how and where to apply for licenses and permits; how to market a business; how to make money work; how to put systemic processes in place; business structures; the basics of funding programs; and the importance of having a business model and how to execute it. Also discussed will be how to conduct market analysis, competitor analysis; and programs and services available through various support agencies. \$20 materials fee payable in class.

0423X PCC - Room R123 \$45
Jan 11 1 Sat 10am-12pm

You Need a Business Plan!

This highly interactive workshop is designed to aid the business owner (startup or existing) in developing a viable plan to get a business growing or continuing to grow in the right direction. Attendees will engage in step-by-step exercises, covering all sections of a business plan necessary to secure financing. This practice will foster thought processes required to create a plan, constructively define goals, and establish objectives. \$25 material fee payable in class.

0422X PCC - Room R123 \$49
Jan 25 1 Sat 10am-1pm

Marketing Made Easy on a Small Budget

This workshop shows business owner's how to use multiple cost effective marketing segments to brand their business and reach their target groups; and be more creative in finding not just a customer, but the right customer offering long-term ROI benefits. The highlights of this workshop are marketing on a budget; showing business owner's how to stand out when marketing to potential customers; becoming more effective with messaging, branding, and planning; creating product value; and connecting with customers. Using the resources and strategies of this course, attendees will become more effective with messaging, branding, and planning. \$15 materials fee payable in class.

0429X PCC - Room R123 \$45
Feb 22 1 Sat 10am-12pm



Sell it on eBay!

Instructor: Kevin Boyd

Discover whether your item will sell, or not sell, in just One Minute! Learn how to create a seller account, upload photos, accept PayPal payments, and determine shipping costs. Discussion includes insider tips, tricks, and traps; what to sell and not sell; where to get free shipping supplies; and how to arrange free

home pickup. Learn proven listing strategies that get the most clicks, draw the highest bids, beat your competition, and close the sale. Covers eBay marketing research, how to find a profitable niche, and how to use drop shippers to minimize inventory costs. Includes marketing and photography tips that make your items "pop." Plus, how to sell antiques, collectibles, and large items you do not want to ship. Optional eBooks available for purchase after class. Taught by a multi-award winning instructor and published eBay author. **Note:** Lecture only; laptop not necessary in class.

0528X PCC - Room R113 \$99
Feb 1 1 Sat 9am-4pm

Internet Marketing Classes

Instructor: Bob Cohen

Facebook and Social Networks

Facebook, Twitter, LinkedIn and blogs have changed how people use the Internet. Whether you want to stay in touch with family and friends or learn how to leverage social networking for your business, this workshop will give you an understanding of these exciting tools, how each one differs, and how each is used to its best advantage. Learn how Social Networking sites work, how to set up your account, how to find friends, family members, groups, and how to establish connections with the most popular Social Networking services. **See note.**

0510X **PCC - Room R111** **\$49**
Jan 18 1 Sat 9am-12pm

Marketing with Facebook and Social Media

Students will learn how to use Facebook, Twitter and other Social Media sites to market just about anything from businesses and non-profits, to books and bands! This class covers the steps needed to create a Facebook page, how to link it to Twitter, and how to design content that attracts "Likes" and followers. Discover what content gets read, when and why people use Social Media, and what tools Social Media marketing professionals employ to save time. **See note.**

0502X **PCC - Room R111** **\$49**
Jan 18 1 Sat 1pm-4pm

Internet Marketing - The Secrets

Explore Google AdWords and Search Engine Optimization (SEO) to help drive traffic to your site. Discover how a landing page can be used for promotions and offers, as well as what makes a successful email newsletter and how you can build one for pennies. Finally, find out how to use feedback sites and FREE local listings to help you generate more business. **See note.**

0503X **PCC - Room R111** **\$49**
Jan 25 1 Sat 9am-12pm

Blogging for Fun and Profit

Everyone is blogging – *are you?* Come learn what a blog is, where blogs are found, and how to get a blog for free. Find out how to share your pictures and videos with family, friends, organizations, and customers, and how to use your blog to share your ideas with the world, and perhaps make money doing it! Topics include: blogs for business, blog ads, blogs for marketing, and building blog communities. **See note.**

0507X **PCC - Room R111** **\$49**
Jan 25 1 Sat 1pm-4pm

*Bob also teaches **Live, Work or Retire Abroad – Affordably!** - page 23.*

Internet Marketing Certificate

Save \$31 by signing up for all four courses at once! Receive a certificate after successful completion of all four courses. Recommended for non-profit organizations, small business owners, job changers, and those re-entering the workforce! **Fee: \$165** (plus materials). **Note:** \$30 materials fee payable in *each* class.



App / Blog Classes

Instructor: Bob Cohen

Start Your Own App Business

With iPhone and Android users in the millions apps are in big demand. Learn how to take your app idea from concept to the iTunes store and turn it into income. This class covers what goes into a successful mobile app, getting your app on the app stores, and how to market and promote your app. Gain information about how to develop your idea for an app; and learn about new tools for making apps with little or no programming experience. Learn how to create an app that garners rave reviews, provide customer support, and price your app for the most revenue. \$30 materials fee payable in class.

0520X **PCC - Room R111** **\$49**
Feb 1 1 Sat 9am-12pm

NEW Make Money with Blogging and Content Monetization

Have a blog and want to make money from it? Learn more than a dozen ways you can profit from content whether you are a writer, photographer, artist, or videographer. We will discuss the various ways professionals re-use content to make money in as many ways as possible, find a profitable content niche, and promote themselves for website traffic. \$30 materials fee (for workbook and a one-year online membership which provides access to exclusive content) payable in class.

0530X **PCC - Room R111** **\$49**
Feb 1 1 Sat 1pm-4pm

Podcasting for Profit

Instructor: Mike Rounds

Have you ever wanted to be a DJ or host a radio show? Now you can by setting up your own Podcasting program! This course explains and demonstrates how to set up and monetize an audio podcast, including the equipment and software necessary, the procedures for creating and broadcasting, and more than a dozen ways to make money with your podcasts - all for FREE! \$30 materials fee payable in class for *Podcasting for the Clueless®* and includes all instruction, references, and resources to set up and operate a podcasting program for free including all necessary software.

0529X **AHS - Room H101** **\$49**
Jan 29 1 Wed 6:30pm-9:30pm



Introduction to Windows 10



In partnership with ed2go

In this course, you will gain the foundation you need to use Windows 10. We begin with the basics: finding your way around the operating system. You will get to know the expanded Start menu, desktop, and system settings so you feel right at home. Next, you will learn to customize the features of this operating system and personalize your desktop so you can make your computer truly your own. You will see how File Explorer can help you manage your files, and learn to create basic text documents using WordPad. You also will learn how to protect your files, as well as how to protect and update Windows 10. You will even see how to use the new Microsoft Edge browser to access the Internet. By the time you finish this course, you will have mastered the basic skills you need to get the most from Windows 10 for both work and play. Course starts monthly.

ONLINE COURSE \$109
Start: Jan 15, Feb 12, Mar 18, Apr 15
Go to ed2go.com/pcclearn to register.

Mastering Computer Skills for the Workplace



In partnership with UGotClass

Must-have skills to succeed in the workplace include the ability to design presentations in PowerPoint, create documents in Word, use email and calendars in Outlook, and structure spreadsheets in Excel. Microsoft Office Suite of applications is the most used software tool in the world. Master the most common uses so that you can work faster and more efficiently. You will leave class with a set of skills that are a workplace requirement in today's fast paced ever-changing environment!

4543X ONLINE COURSE \$195
Feb 3, Apr 6

Practical Excel for Success

Instructor: Jackson Pan

If there is one technological tool you need to succeed in life, it is arguably Excel! Being skilled in Excel is important at work, at school, or at home to help you make sense out of numbers or data. While you do not need to be an Excel guru, most likely, you will want to use Excel to solve problems at some point, therefore, why not begin today by exploring the potential of Excel? This workshop provides useful exposure to Excel while teaching practical skills. By the end of the workshop, you will have gained valuable, transferable Excel skills that will change your perspective about problem solving. I will help you "Excel!" **Note:** Lecture only; laptop not necessary in class. \$15 materials fee payable in class.

Prerequisite: Basic Excel knowledge is recommended but not required.

0575X PCC - Room R108 \$55
Feb 8 1 Sat 9am-1pm



Introduction to Microsoft Excel 2016



In partnership with ed2go

Do you work with numbers? Then you need to master Microsoft Excel! Even beginners will find it easy to learn Excel in this fun, step-by-step online course. These lessons provide you with the information you need to set up fully formatted worksheets quickly and efficiently. You will learn the secrets behind writing powerful mathematical formulas, and discover how to use the function wizard to quickly and automatically calculate statistics, loan payments, and future value. In addition, gain tips about sorting and analyzing data, designing custom charts and graphs, and creating three-dimensional workbooks. **Intermediate Microsoft Excel 2016 also available!** Course starts monthly.

ONLINE COURSE \$129
Start: Jan 15, Feb 12, Mar 18, Apr 15
Go to ed2go.com/pcclearn to register.



Introduction to Microsoft Word 2016



In partnership with ed2go

Knowing how to write reports and letters using Microsoft Word is a basic skill needed in nearly any job. This powerful word-processing program lets you professionally type, edit, format, spell check, and print documents. You will learn how to edit text, change the size or appearance of text; change margins and tab settings; automatically center, right align, justify, and indent text; use tools such as the grammar checker, spell checker, and thesaurus; and save, retrieve, copy, organize, and print your documents. At the end of this course, you will be able to use Word confidently at home or on the job. **Intermediate Microsoft Word 2016 also available!** Course starts monthly.

ONLINE COURSE \$129
Start: Jan 15, Feb 12, Mar 18, Apr 15
Go to ed2go.com/pcclearn to register.

Introduction to Photoshop CC



In partnership with ed2go

Photoshop is the world's most popular photo-editing program. Artists, photographers, designers, and hobbyists all rely on Adobe Photoshop for image creation and editing. Discover the fastest and most effective ways to use Photoshop from an expert and former columnist for Photoshop User magazine (who has twice been nominated for the Photoshop Hall of Fame). You will learn how to use Photoshop while accessing it from the Creative Cloud (CC). The course provides detailed, step-by-step instructions that you will have no trouble following, even if you have never used a computer graphics program before! And you will have a lot of fun doing it. Course starts monthly.

ONLINE COURSE \$109
Start: Jan 15, Feb 12, Mar 18, Apr 15
Go to ed2go.com/pcclearn to register.

Many more computer application online courses available at:
ed2go.com/pcclearn

Tech Skills Certificates

In partnership with UGotClass

Coding



Coding is one of the most in-demand skills in the workplace. As a result, coding has become a core skill that bolsters one's chances for becoming a higher value to organizations. The highest demand is for programming languages with broad applicability. Begin by being introduced to the basics of computer programming and various programming languages. Then go to the next level and acquire all the basics of HTML and CSS. You will learn the relationship between these two industry-standard web page coding languages and the step-by-step process of hand coding and building web pages. Finally, discover the advanced features of CSS and learn how to use this very powerful language.

4320X Introduction to Coding

Start: Feb 3, Apr 6 \$195

4321X HTML and CSS Fundamentals

Start: Mar 2, May 4 \$245

4322X Advanced CSS

Start: Apr 6, Jun 8 \$245

Enroll in all three and save \$90!

4323X ONLINE SERIES

Start: Feb 3, Apr 6 \$595

Web Design



Online users say a website's design is the number one criteria for deciding whether a company is credible. Therefore, understanding what it takes to produce effective web design is essential in today's market of highly saturated digital competition.

4309X Introduction to Web Design

Start: Feb 3, Apr 6 \$245

4310X Intermediate Web Design

Start: Mar 2, May 4 \$245

4311X Advanced Web Design

Start: Apr 6, Jun 8 \$245

Enroll in all three and save \$140!

4308X ONLINE SERIES

Start: Feb 3, Apr 6 \$595

WordPress



WordPress is the most popular content management system (CMS) for website and blog design. After successfully completing this program and earning the WordPress Certificate, you will know how to build a WordPress website or blog, customize your WordPress site by hand-coding HTML, CSS, and PHP, understand necessary regular WordPress maintenance, create WordPress website backup, and know how to apply SEO techniques in WordPress.

Website Setup

WordPress Fundamentals

Advanced WordPress

4316X ONLINE SERIES ONLY

Start: Feb 3, Apr 6 \$495

Programming for Non-Programmers



Virtually every organization is now involved with or dependent upon programming, managing or working with programmers. If you need to communicate technically with programming teams or need to code, this certificate is for you. Begin by learning how programming works, including processes, timelines, and how projects are planned. Then learn the basic concepts of programming to communicate more effectively with programmers and techies. Finally, pick up the communication strategies to make projects more successful, creating a win-win situation for you and your programmers.

4326X How Programming Works

Start: Feb 3, Apr 6 \$195

4325X Basic Programming Concepts

Start: Mar 2, May 4 \$195

4327X Communicating with Programmers

Start: Apr 6, Jun 8 \$245

Enroll in all three and save \$140!

4324X ONLINE SERIES

Start: Feb 3, Apr 6 \$495

Graphic Design Software Essentials



Adobe software tools are the leading software for graphic design. Adobe Illustrator is the industry standard computer illustration software. Adobe InDesign is the industry standard page-layout program that works with Adobe Illustrator and Photoshop seamlessly. Use Adobe Photoshop to effectively work with selection and editing tools, layers, and masks to edit, retouch, and enhance existing images or create your own composite digital art work. **Access to the Adobe software tools required.**

Adobe Illustrator CC Essentials

Adobe InDesign CC Essentials

Adobe Photoshop CC Essentials

4312X ONLINE SERIES ONLY

Start: Feb 3, Apr 6 \$545

Mastering Microsoft Excel



A must-have skill to succeed in business, whether as an entrepreneur or a valued employee, is the ability to create, edit and manage spreadsheets. Microsoft Excel is the most used spreadsheet tool in the world. For Excel 2011 versions and later; not necessary to have Excel installed, but recommended.

4544X Mastering Microsoft Excel

Start: Feb 3, Apr 6 \$195

4306X Intermediate Excel

Start: Mar 2, May 4 \$195

4307X Advanced Excel

Start: Apr 6, Jun 8 \$195

Enroll in all three and save \$90!

4305X ONLINE SERIES

Start: Feb 3, Apr 6 \$495

INVESTING

Wealth Creation Today

A Personal Finance Course for Professionals

Instructor: Percy E. Bolton

Learn how to pay yourself first and prepare for your financial future as your tomorrow is about to get very real! Whether you are a corporate veteran, business owner, high-powered consultant, or are independently wealthy, every successful professional could benefit from increased financial fluency. Wealth Creation Today uses a comprehensive "big picture" approach to an integrated financial plan. When was the last time you learned something that truly made a positive impact in your financial life? Did it come from a trendy self-help book? A viral social media share? Financial Education is more important than ever before! The classroom prepared you for your career. Now it is time to take a deep dive into your financial future. Join us for an insightful approach to building the personalized tools and strategies necessary for a lifetime of informed decisions. **Note:** This course is tailored for the specific financial needs of successful professionals.

0397X PCC - Room R104 \$59
Mar 28-Apr 4 2 Sat 9am-11:30am



Investment Classes

Instructor: Jalon O'Connell

Stocks and Bonds Demystified

This class is a terrific way to gain detailed knowledge about stocks and bonds, including:

- Learning the language and terminology of the Stock and Bond Markets
- Trading techniques, and strategies for asset allocation and rebalancing
- Whether stocks or bonds are more useful given the economy and your financial goals

These and many other topics about the stock and bond markets will be covered!

0405X AHS - Room H104 \$49
Jan 22 1 Wed 6:30p-9:30p

Mutual Funds and Annuities Explained

Do you know how to evaluate which mutual fund might be suitable for you given the thousands of choices available? Are you intrigued yet confused by what you have heard about annuities? If so, then come to this class and have your questions answered. Topics include:

- The differences of Load vs. No-Load and Index vs. Managed Mutual Funds
- The expenses, costs, and risks of Mutual Funds and Annuities
- The importance of tax deferral

If you are considering mutual funds and/or annuities, this class is a must!

0407X AHS - Room H104 \$49
Jan 29 1 Wed 6:30p-9:30p

Master Your Investments

Join us and learn how to invest more intelligently and profitably to secure a brighter financial future! Topics include how to:

- Construct an investment portfolio designed to achieve financial goals
- Gain an understanding of stocks, bonds, mutual funds, tax-deferred annuities, life and long term care insurance
- Evaluate which investments can maximize returns, minimize risk, and lower taxes
- Read the financial pages and understand the stock market language

This class is a must if you invest, or are thinking of investing.

0402X AHS - Room H104 \$59
Feb 5-Feb 12 2 Wed 6:30p-9p

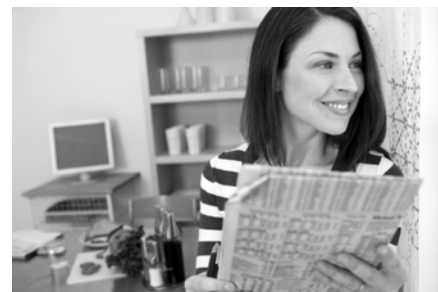
Stocks, Bonds, and Investing; Oh My!



In partnership with ed2go

This enjoyable class walks you through the fundamentals of investing. The course teaches you about the stock market, 401k plans, and retirement, and also addresses personal financial issues, often ignored, but absolutely essential, to your success as an investor. The instructor takes the time to explain concepts in detail so you understand how and why things work in the investment world. You will leave this course with a comprehensive and thorough education in personal finance and investment, and gain the independence, confidence, and peace of mind needed to make your own investment decisions. Course starts monthly.

ONLINE COURSE \$99
 Start: Jan 15, Feb 12, Mar 18, Apr 15
 Go to ed2go.com/pcclearn to register.



The Analysis and Valuation of Stocks



In partnership with ed2go

This comprehensive course is designed to provide you with conventional and advanced techniques in researching and valuing stocks. Starting with the basics, you will learn how to read financial statements and calculate financial ratios, and then move on to perform industrial comparisons, value stocks, and conduct economic and industrial research. This course is taught using everyday language, simple, yet insightful analogies, and a "just the facts" attitude that you will understand and appreciate. By the end of this course, you will have a strong foundation in the analysis and valuation of stocks. Course starts monthly.

ONLINE COURSE \$99
 Start: Jan 15, Feb 12, Mar 18, Apr 15
 Go to ed2go.com/pcclearn to register.

RETIREMENT



Protecting Your Retirement from the Next Financial Crisis

Instructor: Mitchell Kauffman

Millions of Americans are in danger of not achieving their retirement goals! The financial challenges are many-fold, but so are the emotional challenges that also detract from happiness during the retirement years. What is the secret of successfully transitioning to retirement, both financially and emotionally? This energizing class will show you how to create your personalized investment plan to achieve your retirement goals, and how to balance your goals by using tools to enhance the emotional awareness needed to enjoy a "Life Well Lived."

0368X **PCC - Room R121** **\$39**
Feb 8 **1 Sat** **9am-1pm**

Taxes in Retirement

Instructor: Mark Basile

Do you want to retain more of your hard-earned nest egg? Join us and learn how to generate tax-free income by using overlooked tax tips per IRS guidelines. This course is ideal for retirees and pre-retirees who have been told for decades to defer taxes in retirement accounts until retirement. This would apply if taxes were lower in retirement. They are not! In fact, they are scheduled to increase by 20% on January 1, 2026. Taxes are on sale now!

0432X **PCC - Room R113** **\$45**
Jan 11 **1 Sat** **11am-1pm**

Rejuvenate Your Retirement

Instructor: Allen Yee

You work hard to be able to retire! This unique and comprehensive course focuses upon the life planning and financial concepts important to retirees. Students will hear in straightforward language about financial strategies designed to accomplish objectives such as tax-efficient income planning, lifestyle preservation, inflation protection, and providing for a legacy. Yet, money is but one aspect of post-retirement planning. Included in this course is a discussion about fun and fulfilling activities such as travel, hobbies, sports, crafts, socializing, business ventures and the importance of lifelong learning. Included is a financial planning and retirement workbook. *Class size is limited so register early!*

0334X **PCC - Room R104** **\$39**
Feb 1-Feb 8 **2 Sat** **9am-11:30am**

Medicare 101

The ABC and D's of Medicare

Instructor: Ron Tanji

This workshop is multi-dimensional, designed for those on Medicare, have parents on Medicare, are about to become eligible for Medicare, or are caregivers overseeing the care of Medicare patients. Topics include: objective information about traditional Medicare; Medicare Advantage; Medicare supplemental insurance; and prescription drug plans. Find out: When may I first sign up? What does each of the Medicare (A, B, C, and D) parts cover? What if I wish to work past 65? Do I really need supplemental insurance? What if I have insurance through past employment, VA, or other retirement plans? Where can I go for help? \$5 materials fee payable in class.

2262X **PCC - Room R108** **\$45**
Jan 25 **1 Sat** **10am-12pm**

*Also available: **Live, Work or Retire Abroad – Affordably!** - page 23.*

Retirement Classes

Instructor: Cynthia Schwert

Savvy Social Security for Boomers

Making the right decision at this stage in life depends upon a multitude of factors including income, assets, health status, life expectancy, family dynamics, and life goals. Some decisions are irreversible: Starting Social Security at age 62 can leave a lot of money on the table if you live into your 90's; Overlooking the impact of marriage, divorce, remarriage, and widowhood can severely pinch your lifetime stream of income; Failure to coordinate IRA RMDs with Social Security taxation can result in needless diminishment of income. Join us and learn how to evaluate your benefits and choices. \$5 materials fee payable in class.

0311X **PCC - Room R115** **\$45**
Feb 1 **1 Sat** **10am-12pm**

Savvy IRA Planning for Boomers

IRA distributions must begin at 70 ½. Did you know that as your account grows, your IRA distributions will be higher each year which may result in tax on your Social Security benefits and higher Medicare Part B premiums? Class discussion includes:

- 7 strategies for IRA planning
- 6 options for your retirement plan funds
- 3 common distribution mistakes
- Options for spousal IRA beneficiaries
- Longevity risk planning

\$5 materials fee payable in class.

0313X **PCC - Room R115** **\$45**
Feb 1 **1 Sat** **12pm-2pm**

"A thriving new beginning can be and should be a time for amazing engagement, growth, connections, contributions and amazing possibilities."

Lee M. Brower

COOKING

Indian Cooking

Instructor: Farhana Sahibzada

Indian cooking is delicious, healthy, and easy to make. In these demonstration classes, students will discover Indian cooking from veteran cooking instructor of more than 20 years and cookbook author, Farhana Sahibzada. Farhana's cooking classes were voted a top event at L.A. Weekly's Best of L.A.! Join us for a wonderful experience.

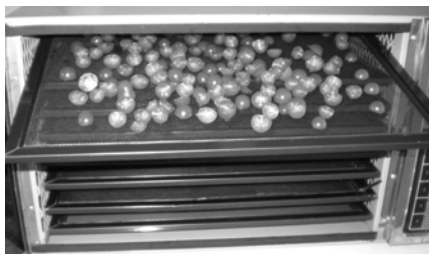
New Dish for 2020!



Indian Vege Chana Masala with Aloo Paratha

It is time to party and live it up a bit! Join us as we will make some delightful Sunday morning favorites that can be enjoyed anytime of the day and any day of the week! These delicious entrees are keenly relished and zestfully savored for many occasions. Enjoy them as a casual snack with a cup of chai for that special bonding moment with friends. Or offer them on the menu at a formal wedding banquet! Come and discover the easy steps and simple to fix options for the most flavorful Chana Masala with Aloo Parathas and a rich yogurt Raita. \$20 materials fee payable in class. **See location note.**

3420X PCC - CC-Bldg \$49
Jan 25 1 Sat 11am-2pm



Food Dehydration and Preservation

Instructor: Gloria Sanyika

For thousands of years, people dried foods to have during lean times. This same technique is used today as an activity to enjoy seasonal foods all year, and to prepare for natural disasters such as a major earthquake. Food dehydration still is the most useful and convenient method of food preservation, but for many, this art has been lost. Join us and rediscover the art of Food Dehydration. \$20 materials fee payable in class. **See location note.**

3441X PCC - CC-Bldg \$39
Feb 8 1 Sat 10am-12pm

*Gloria's **Basket Weaving** class
will be offered in Spring 2020.*

Luscious, Low-Fat, Lightning-Quick Meals



In partnership with ed2go

You will learn how to ferret out fat in recipes, and discover how to reduce fat without sacrificing flavor or texture. Explore how to use flavor profiling to expand your culinary horizons. Learn how to prepare casseroles, crock-pot dishes, vegan dishes, oven-fried foods, meat-based meals, and many other entrees that are both nutritious and delicious! You will discover how to get in and out of the kitchen faster, including tips for grocery shopping, menu planning, food preparation, and quicker cooking. You also will learn a dietitian's tricks of the trade for encouraging reluctant family members to eat more healthfully. You will have the chance to try out more than 50 exciting and easy lower-fat recipes for tasty entrees, side dishes, desserts, and garnishes, with each recipe demonstrating a topic covered in the lessons. Course starts monthly.

ONLINE COURSE \$99
Start: Jan 15, Feb 12, Mar 18, Apr 15
Go to ed2go.com/pcclearn to register.

Baking Classes

Instructor: Grace McKeown

Basic Baking - Gluten-Free

In this class, students will go back to basics, but this time with gluten-free flours. Students work with assorted, rarely used flours such as sorghum, corn, rice and oat flours. Each student will produce 2 recipes. **See location note.**

3410X PCC - CC-Bldg \$55
Mar 21 1 Sat 10am-2pm



Spring Tarts

In this class, students will create two tarts each using a variety of fruits and fillings that celebrates the Spring season. We will be working with short pastry dough with a demonstration on flaky pie dough. **See location note.**

3411X PCC - CC-Bldg \$55
May 2 1 Sat 10am-2pm

**Note: \$25 materials fee payable in
each class.**

Location for Cooking Classes: Classes are held in the cooking classroom located in the Campus Center (CC-Building). The instructor will meet students at the entrance to the Piazza, in the lobby of the Campus Center where they will be taken back to the classroom.



Use your Visa, MasterCard or Discover to register by mail, fax or telephone



Oriental Ink Art

Instructor: Seung-Yeon Oh

Oriental Ink Art, also known as literati painting, is an East Asian type of brush painting using black ink, bamboo brushes, and rice paper. Students will learn about this unique art form through short lectures, demonstrations, and hands-on experience. *Students must bring their own supplies. Supply list available at: pcclearn.org/supplies. \$5 materials fee payable in class.*

0223X PCC - Room CA305 \$89
Jan 11-Feb 8 5 Sat 10am-1pm

Drawing for the Absolute Beginner



In partnership with ed2go

Have you always been interested in drawing, but never really knew how to start? Join us and gain a solid foundation and understanding of the basics of drawing and become the artist you always dreamed you could be. You will become intimately familiar with paper types, drawing styles, rendering techniques, and the basic principal of perspective, layout, design, lighting, volume, and space. You will discover how best to get in touch with the right side of your brain. If you have an interest in learning what it is like to draw or would love to increase your current knowledge of the field of art and illustrating, then this course will fulfill your needs! Course starts monthly.

ONLINE COURSE \$99
 Start: Jan 15, Feb 12, Mar 18, Apr 15
 Go to ed2go.com/pcclearn to register.

Quick Sketch

Instructor: Charlotte Chen

Quick Sketch methods are great for conceptual design, for capturing motion, for visual documentation, and for creative expression. In this beginning course, discover how to use a variety of techniques and drawing media, including line drawing, pen/ink, scribble lines, minimalism, and gesture drawing while engaging in artistic exercises, such as ambidextrous drawing and blind drawing. The course also will introduce storyboarding, the beginning process of creating a systematic sequence of events, which is used extensively in film and writing projects. *Bring one #2 pencil (a 5B or 6B leaded pencil also will work), and a 9"x12" sketchbook (spiral-bound recommended) to the first class meeting. Additional supplies may be required. Note: Drawing experience helpful, but not necessary. \$7 materials fee payable in class.*

0241X PCC - Room R115 \$115
Mar 8-Mar 29 4 Sun 9am-1pm



*Charlotte also teaches **Landscape Design and Construction** and **Weather Resistant Landscaping** - page 26.*

Note Regarding All Art Classes:

Please confirm status of class before purchasing supplies.



NEW Experimental Abstract Painting

Instructor: Orly Ruaimi

This course introduces both beginners and intermediate painters to the idea of action painting and the abstraction of a mark. Students will develop and refine painting techniques such as dry brushing, paint building, paint/ink transferring and paint dripping. One of the concepts covered is the abstraction of the figure, the object, and the landscape; and by using various processes, students will learn how to integrate unplanned mark-making into their abstract painting. This course uses an experimental approach to the idea of "Chance" in determining the process of painting. Get ready for an active paint class. We use Acrylic paint, markers, pencils, pastels and water color. *Students must bring their own supplies. Supply list available at: pcclearn.org/supplies.*

0243X PCC - Room R111 \$99
Jan 6-Feb 10 5 Mon 6pm-8pm



Join our email list to receive information about exciting upcoming classes, programs, and trips & tours. It's easy to join - email us at info@pcclearn.org with your name and email address. Get connected today!

DANCE



Hip Hop & Funk Dance

Instructor: Jeffrey (Jhazz) Yarbrough

Get up and get going! This introduction to Hip Hop dance integrates the new with the old school in a fun and stress free environment. We cover a new dance combination each session. The course is open to students of all levels and is a great workout. **Class is designed for students 13 years and older.** Wear loose, athletic attire and shoes.

1815X PCC - Room W201 \$59
Jan 11-Feb 8 5 Sat 12pm-1pm

*Jeffrey also teaches **Self-Defense and the Workplace I & II** - page 22.*



Bellydance

Instructor: Shana Meurs

Bellydance is thought to be the oldest dance form, and though not well-known, is danced by both men and women! Join us for fun and exercise while learning basic and fundamental bellydance techniques. Proper dance posture, shimmies, isolations, waves, common travelling steps, and musicality (matching movement and form to rhythm, melody and music) will be taught. This is a wonderful way to be introduced to hypnotic Arabic music and rhythms, and to cultural aspects of this beautiful, ancient dance art form. *Students should wear dancewear or loose clothing – no jeans. Feet may be bare, or you may wear ballet or jazz shoes; **No street shoes on dance floor.***

4010X PCC - Room W203 \$89
Jan 17-Mar 13 8 Fri 6:30pm-8pm

Tap Dance Classes

Instructor: Dolores Cruz

Tappercize

Tappercize is a great way to tone up and tap up a glow! Students will tap routines to familiar Broadway show tunes while receiving a healthy, low-impact aerobic workout. Steps are basic, but the pace is quick. Beginners as well as experienced tappers are welcome. **See note.**

2796X PCC - Room W201 \$55
Jan 11-Feb 1 4 Sat 10am-11am



Tap Technique II -

Intermediate

Continue tapping with this next level tap course. This intermediate class moves forward from tap basics and introduces more complex combinations that move at a faster pace. Exercise while having fun – what could be better!? We will work on a dance routine that will build with each class and will be completed by the last class. **See note.**

Prerequisite: Tap Technique-Beginner

1807X PCC - Room W201 \$55
Jan 11-Feb 1 4 Sat 11am-12pm

Note: Tap shoes required.
Classes designed for adults.

The Tap Technique I class will return in Spring 2020!

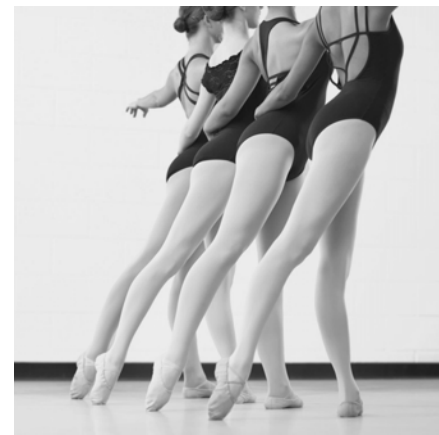
Returning Spring 2020!

Ballet

Instructor: Catherine Round

If you ever wanted to learn ballet, this class is for you! It is never too late to learn one of the most wonderful forms of dance in the world - from the very beginning. In this course, students will acquire all of the entry level fundamentals needed to walk into any Beginner Ballet class. Come join us in what will be a fun and rewarding experience.

Check our website in January 2020 for dates.



"Nobody cares if you can't dance well. Just get up and dance. Great dancers are great because of their passion."

Martha Graham

MUSIC

Guitar Classes

Instructor: Spencer Artwick

Acoustic Guitar

Learn to play the guitar! Students learn to play the acoustic guitar by developing a solid foundation of the basics. Topics include:

- Strumming
- Scales, songs, practice
- Open chords (major and minor)
- Finger exercises & picking
- Introduction to finger-style

\$20 materials fee payable in class. **See note.**

3025X PCC - Room CA117 \$85
Jan 18-Feb 8 4 Sat 10am-12pm



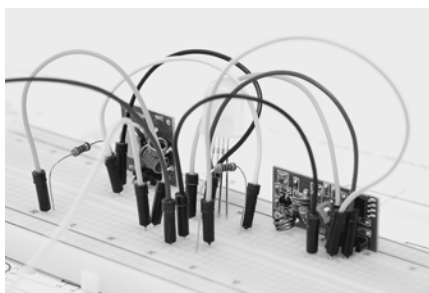
Acoustic Guitar II

A rock legend is born! You started playing the guitar and love it – so keep strumming with this class to further develop the skills and concepts introduced in the beginning Acoustic Guitar class. Learn to read and play melodies on all six strings of the guitar, expand the vocabulary of chords and strumming patterns, progress to playing more advanced songs and riffs using tablature, and explore essential acoustic guitar techniques such as fingerpicking. \$20 materials fee payable in class (*new students only*). **See note.**

Prerequisite: "Acoustic Guitar" or have equivalent knowledge. Students should be able to read notes on the treble strings of the guitar in first/open position, understand tablature and chord charts, and play open major and minor chords (e.g. E, A, D, G, C, Em, Am, Dm).

3026X PCC - Room CA117 \$85
Apr 25-May 16 4 Sat 10am-12pm

Note: Students must bring an acoustic guitar, strap and pick to class.



NEW Make a Basic Electronic Musical Instrument

Instructor: Erin Demastes

In this fun workshop, students will learn to assemble a small noise-making device on a breadboard while learning the basics about electrical components. We also will begin soldering, and will start working on putting the instrument on a circuit board. If we have time, we will jam together on our noisy devices. \$25 materials fee payable in class. **Class designed for adults only.**

3331X PCC - Room R113 \$49
Jan 25 1 Sat 11am-2pm

Music Made Easy



In partnership with ed2go

If you enjoy music and would like to know more about what makes it work, this is the course for you. Gain a complete understanding of rhythm, melody, and harmony, and learn to recognize pitches on the musical staff and keyboard. Each lesson builds upon previous lessons, while also introducing new musical concepts. Your course begins with an introduction to rhythm and the various aspects of rhythm; including beat, meter, note, and rest values. Transition to the role of melody in music, and gain proficiency in identifying pitches by octave, building major scales, and understanding the role of keys in creating melodies. Explore the keyboard in full detail with an emphasis on the structure of major scale and the signatures of major keys. Learn to build intervals, major scales, and chords. By the time you complete this comprehensive and full-featured course, you will be able to read, write, and even play simple musical pieces on a keyboard. Courses start monthly.

ONLINE COURSE \$99

Start: Jan 15, Feb 12, Mar 18, Apr 15
 Go to ed2go.com/pcclearn to register.

Singers - Your Body is Your Instrument

Instructor: Judith Townsend

Shower singers, students, and professional singers alike will learn important basics (thoroughly drilled) about the singing instrument one should know before ever starting to vocalize. These drills produce INSTANT results. \$1 materials fee payable in class.

6150X PCC - Room V208 \$79
Jan 19-Feb 9 4 Sun 1pm-4pm

Harmonica Classes

Instructor: David Broida

Harmonica, Folk Style

Breathing is the foundation when playing the harmonica; and breathing correctly calms the body, mind and spirit. Join us as we take basic folk melodies and invigorate them with simple, but powerful, techniques to make any song deeply expressive. No previous ability to read or play music required. **See note.**

3004X PCC Campus \$35
Mar 7 1 Sat 9a-10:30a



Harmonica, Blues Style

This exciting workshop will get you jammin' the blues immediately! Play and have fun as you are introduced to many of the tricks and techniques used to make the harmonica laugh, cry, wail and scream! No previous musical experience is required - only a love of the blues and a desire to play the harmonica. **See note.**

3009X PCC Campus \$35
Mar 7 1 Sat 10:45a-12:15p

Note: Students will need a "C" major diatonic harmonica, available for purchase in class for \$12. \$15 materials fee payable in class.

Crafts Classes

Instructor: Quayum Abdul

Aromatherapy & Herbal Candle Making

Aromatherapy is a popular holistic method using different scents to stimulate healing, relieve stress, help with disorders, and even modify behavior. When using what are considered essential oils in a variety of mediums, the body responds to those scents in a positive manner. The mind can become sharper, fewer mistakes are made while typing, and sleep can finally be achieved. This is why companies are now using calming scents in their offices and elevators; and doctor's offices are using them in their waiting rooms. \$30 materials fee payable in class.

3317X PCC - Room CA109 \$49
Jan 19 1 Sun 3pm-7pm

Handmade Herbal Soap Making

Join this class to learn how to make herbal soaps at home. Herbal soaps are those mixed with natural ingredients, such as, juice, extract, or even chopped herbal leaves. While the steps to make herbal soap are similar to that of general soap making, the tricky part is choosing the right ingredients. **Note:** Some herbs may irritate sensitive skin. \$30 materials fee payable in class.

3318X PCC - Room CA109 \$39
Feb 9 1 Sun 3pm-6pm

Bath Products

Join us, have fun, and discover simple techniques for making your own one-of-a-kind bath products (shampoo, shower gel, bubble bath, bath salts, and exfoliates). Topics include:

- Ingredients and equipment
- Where to obtain supplies
- Tips for making bath gels
- Adding herbs, glycerin, extracts
- Aroma therapeutic effects of oils

Why purchase expensive commercial bath products when you can delight in making your own - reasonably! \$30 materials fee payable in class.

2273X PCC - Room CA109 \$45
Mar 8 1 Sun 3pm-6pm

Cold Process Soap from Scratch

Want to know how to create soap completely from scratch? This class demonstrates the steps for cold process soap making. Students will learn how to create beautiful handmade soaps to use at home or give as gifts. Whether you are a complete novice or a soap making pro, stick around, have fun, and learn something new about making soap. \$40 materials fee payable in class.

3316X PCC - Room CA109 \$49
Mar 29 1 Sun 3pm-7pm

Fizzy Bath Bombs

Bath bombs make fantastic holiday gifts, hostess gifts, birthday gifts – or gifts for oneself! Drop one into a hot bath and relax as it fizzes and dissolves, releasing a beautiful fragrance. Bath bombs are easy to make, so let your imagination run wild and have fun experimenting with different oils, colors, and additives such as dried rose petals, lavender, and fine glitter. \$20 materials fee payable in class.

3324X PCC - Room CA109 \$45
Apr 11 1 Sat 3pm-6pm

Body Butter (Cream/Lotion)

Does the hurried, stressful pace of your daily life make it difficult to find ways to relax? Create a restful retreat in your home by making your own body butter lotion. Most body butter recipes include just a handful of ingredients, and you can make them with whatever scent and therapeutic qualities you desire. \$20 materials fee payable in class.

3319X PCC - Room CA109 \$45
Jun 7 1 Sun 9am-12pm

All classes are hands-on.
 Please dress accordingly.



Floral Design

Instructor: Evangelina Ucanan

Flowers bring light and beauty into living spaces. Whether a bouquet is inexpensive or very expensive, the way flowers are arranged can make a striking statement. In this beginning workshop, working with fresh flowers and greens, students will design basic arrangements for different occasions. Enjoy the scent of fresh-cut flowers and camaraderie as you unleash your creativity! *Bring scissors and several newspaper sheets.* \$80 materials fee payable in class.

"Wedding" Theme

3615X PCC - Room CA109 \$95
Jan 11-Feb 1 4 Sat 9:30am-12:30pm

Sewing I

Instructor: Richard Lee

Begin at the beginning with the basics and you will be amazed at your sewing skills! Students learn the basic operation of a sewing machine, how to sew simple seams and hems, distinguish among various types of fabric, and how to set in elastic bands, bindings, and zippers. Class projects include a tote bag, a skirt, and a knit top. *Bring a basic manual (not digital) sewing machine (with attachments and manual) along with an extension cord and power strip to all class meetings. Also bring thread (black and white), bobbins (2 or 3), chalk (white), scissors, and a seam ripper. Additional supplies and fabrics may be needed.* \$20 materials fee payable in class.

3311X PCC - Room R309 \$79
Feb 22-Mar 14 4 Sat 9am-12pm

Also available:

Aromatherapy Basics for Emotional Well Being - page 24
Introduction to Natural Health and Healing - page 25

WRITING



Screenwriting Classes

Instructor: Brad Saunders

Screenwriting - The Basics

By the end of this course, students will have written a short script in conformance with movie industry standards, and had it critiqued by a professional. This introductory course is designed to help anyone learn the basics of screenwriting, and covers such fundamentals as screenwriting format, programs, the development of character, and dramatic three-act structure. **See note.**

3211X AHS - Room H103 \$89
Jan 15-Feb 12 5 Wed 6:30p-9:30p

Screenwriting II

Developing Your Screenplay

This course is a hands-on opportunity to work on and develop a script or story idea in a positive, productive, and collaborative environment. The development of your script or idea will be the focus of the class with exercises and feedback designed to improve your story's structure, flow, and the play of your scenes, along with insights into obstacles writers typically face in the completion of a work such as writer's block. Students need to come with a project that is ready for development. Classes are both experiential and lecture based. **See note.**

Prerequisite: Previous screenwriting experience, either personal or academic. "Screenwriting - The Basics" is recommended but not required.

3212X AHS - Room H103 \$89
Feb 19-Mar 18 5 Wed 6:30p-9:30p

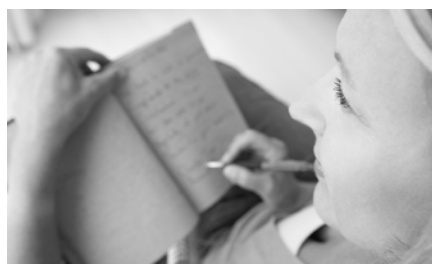
Note: Computer with word processing program is required; students will need to submit a formatted, typewritten script.

Poetry Workshop

Instructor: Craig Cotter

A poetry workshop should be a place where poets can explore, as Keats wrote, "truth and beauty." If you are seeking a poetry workshop to simply praise your work, this class is not for you. This writer's workshop focuses upon American free-verse poetry written out of the Whitman tradition; will involve a deep exploration of your poetry; and will explore great poems of the past century. For each class, students will need to bring enough copies of their poems to share with everyone. Each workshop will begin with a poetry reading of all student poems submitted. We will work through each poem one-by-one, with a focus upon understanding what each poet is trying to accomplish. Although students are expected to write at least one original poem for each class, come to class even if you have not written one. You may learn about your writing by listening to the constructive criticism of other's. Also, listening to other students' poems may inspire you in a way that sitting alone with your thoughts may not. **Class is designed for adults.**

3226X PCC - Room R226 \$75
Jan 11-Feb 1 4 Sat 10am-12pm



Autobiography Workshop

Write Your Life Story

Instructor: Pamela Hueckel

Everyone has a story and someone wants to know yours! Begin penning your life story, 2-pages at a time, using in-class activities and weekly themes to stimulate memories and structure your writing. This course creates a comfortable environment for memoirists of all levels, even those who think they're not writers. Beginners appreciate the simple tips designed to jumpstart their writing, those with more experience welcome the regular assignments that keep them moving forward. While there is no formal literary critique participants share their weekly 2-page vignettes in small groups and provide mutual encouragement. If you want to have fun, make new friends and delight in a wondrous potpourri of personal stories, this class is for you! \$8 materials fee payable in class.

3225X PCC - Room R117 \$79
Jan 11-Feb 8 5 Sat 10am-12:30pm

Writing for Publication

How to Survive as a Writer

Instructor: Christopher Nyerger

You want to write and you want to write and be published – but how? This course provides a step-by-step approach about writing for publication and marketing your work without becoming desperately broke. Each class includes a short writing assignment, reading, and critiquing. Students' writing will be read in class for constructive, open critique; and students are encouraged to bring their own writing projects to class. The focus of this class is writing, and improving your writing so that it will be published. Topics include:

- What to Write About? A way to determine your personal interests, and write what you know. Where to send your writings for publication. The Oft-Overlooked Cover Letter.
- Newspaper Feature Writing, Columns, Syndication. Magazine Writing. Do you need an agent? Book writing: Fiction vs. non-fiction. Systems for collecting data. How to organize your collected data.
- Selling Your Book Idea. Ways to Publish Your Book: pros and cons. Hard copy books vs. e-books. How to market your book.

3245X AHS - Room H105 \$65
Jan 15-Jan 29 3 Wed 6:30pm-8:30pm

*Christopher also teaches **Survival Skills** and **Urban Survival Skills** - page 26.*

Certificate in Business Writing



In partnership with UGotClass

Discover the keys to successful writing for the workplace. Whether you are writing a report, memo, letter, or publicity notice, business writing has some defined characteristics for success. Enhance your career by improving this critical communication skill. Begin with understanding the format, construction, and successful techniques of writing good business reports and proposals. Then improve your skills with editing and proofreading. Finally, learn how to write a news story, press release, or other publicity notice that zings. Help your organization stand out with your new skills in business writing. This certificate will take you to the next level where business writing is a skill for personal and organizational success.

4388X Business Writing
Start: Feb 3, Apr 6 \$195

4389X Effective Copywriting
Start: Mar 2, May 4 \$195

4390X Writing News and Press Releases
Start: Apr 6, Jun 1 \$195

Enroll in all three and save \$90!

4387X ONLINE SERIES
Start: Feb 3, Apr 6 \$495

PHOTOGRAPHY



Better Digital Photography

Instructors: Liane Enkelis & Garry Margolis

Unlock your creativity with simple keys to taking better digital photographs. This class will help you master your manually adjustable digital camera through classroom instruction and hands-on practice. Learn to: use the automatic camera settings more effectively; choose the right ISO, shutter speed, and aperture for the results you want; improve your composition and use light effectively to enhance photos. After our classroom session, the instructors will work with you hands-on. The class will practice seeing light and composition by capturing the beauty and atmosphere of the PCC campus, then return to the classroom to review results. **Note:** For SLR, mirrorless, and other adjustable digital cameras capable of manual functioning. *Bring camera and manual, lenses, fully-charged batteries, media cards or film.*

3121X **PCC - Room R115** **\$69**
Feb 8 **1 Sat** **10am-5pm**



Capturing Great Photos with Your Smartphone

Instructor: Lynne Eodice

Join us and learn to shoot great photos using a smartphone! This two-day workshop begins with the basic features of a smartphone camera and then moves on to photo composition. Discussed will be the many photo editing apps available for download. Using the techniques learned at the first class meeting, students will be tasked with taking photos to be discussed during the second class meeting. *Bring a smartphone to class; will require downloading one or two apps, app prices range from free to \$5.99.*

3115X **PCC - Room R121** **\$55**
Jan 11-Jan 18 **2 Sat** **10am-12pm**

Online Photography Classes

In partnership with ed2go

Discover Digital Photography

On your own time, on your own schedule, explore the world of digital photography! This course introduces the technology that has catapulted the photographic world into the 21st century. Explore a broad overview of the basics of digital photography, including equipment, software, and practical uses. Discussion includes different types of digital cameras, from phones and tablets to digital SLRs, all of which offer a wide array of photographic options. Also discussed are digital editing options. We explore a number of software packages, and you learn how to compose your shots when you have digital editing available. Whether you plan to print or upload your images, you will want to be sure that they are the right size to display with excellent quality and speed. We will review how to size images for use on your computer, the Internet, and with social media.

ONLINE COURSE **\$99**
Start: Jan 15, Feb 12, Mar 18, Apr 15

Photographing People with Your Digital Camera

Photographing people can be fun, exciting, and complicated! This course will make taking beautiful pictures of adults, children, and babies simple. You will start with the basic principles you need to know in order to become a people photographer. You will discover the best way to shoot faces, fix common close-up problems, and use digital photo editing techniques to retouch your photos and make other improvements. Then you will move onto portrait and formal group shots, where you will learn how to organize people, which angles to use, and which to avoid. You will become proficient in action photography, and you will learn some fun, creative ways to photograph children and babies. You will even gain expertise in filling your photographs with imagery, setting moods, and creating themes. This course will have you well on your way to becoming a skilled people photographer.

ONLINE COURSE **\$99**
Start: Jan 15, Feb 12, Mar 18, Apr 15

Photoshop Elements for the Digital Photographer

Bring out the best in your photos! In this online course, you will learn how to use Adobe Photoshop Elements to do everything from quick fixes to detailed enhancements that will noticeably improve the look of your digital images. Even if you have little to no image-editing experience, by taking this course you will learn the tools to move from novice to accomplished photo editor. As you explore the many tools and features of this program, you will gain confidence in the use of the powerful technology of Photoshop Elements, and achieve results you never imagined. Techniques covered include editing images, fixing flaws, enhancing the final product, creating simple art projects, preparing images for online use, and organizing images.

ONLINE COURSE **\$99**
Start: Jan 15, Feb 12, Mar 18, Apr 15

Photographing Nature with Your Digital Camera

Nature photography can be a fun, relaxing, and exciting hobby! In this course, you will learn about the many aspects of outdoor photography as well as how to master your digital camera's controls and features. Using the knowledge learned in this course, you soon will be taking exceptional nature photos. By exploring composition and lighting issues, you will discover how to take beautiful photos of landscapes, flowers, trees, and water. Discussion will include camera shutter speed and aperture controls, as well as how to use your computer to process your photos and digitally correct the most common problems. Learn what to do to turn your photos into works of art rather than just snapshots of nature. By the end of this course, you will have become the nature photographer you always wanted to be!

ONLINE COURSE **\$99**
Start: Jan 15, Feb 12, Mar 18, Apr 15

Go to ed2go.com/pcclearn
for course details and to register.
All courses start monthly.

LANGUAGES

Language Class Special!

Register for any classroom language class by **January 3rd** and automatically receive a \$5 discount! (Not valid for online courses)



Conversational French

Instructor: Jeanne Hart

Parlez-vous français? This introductory course covers the active use of the French language. Students will develop language skills through conversational experience stressing vocabulary, idioms, grammatical concepts, sentence structure and pronunciation. \$15 materials fee payable in class. **Class designed for adults only.**

5010X AHS - Room H107 \$139
Jan 8-Feb 19 7 Wed 6:30p-9:30p

Conversational French II & III will be offered in Spring 2020.

Conversational Japanese



In partnership with ed2go

Whether you want to learn conversational Japanese for travel or just for fun, this course makes it easy and enjoyable. Each lesson covers conversational phrases and vocabulary words particular to a specific area of travel. Students practice lessons using drills, interactive exercises, and dialogues. Throughout the course, there are helpful audio aids and Japanese words written in the English alphabet enabling you to bypass one of the biggest obstacles for most beginners of Japanese: the letter system. By the end of the course, you will have acquired basic conversational skills and cultural knowledge enabling you to travel around the country easily; and you will have discovered the heart of Japan! Course starts monthly.

ONLINE COURSE \$99
Start: Jan 15, Feb 12, Mar 18, Apr 15
Go to ed2go.com/pccllearn to register.

Italian Language Classes

Instructor: Manuela Terenzi

Conversational Italian

Ciao! Buon giorno! Students will be introduced to the fundamentals of Italian and will build and practice a functional everyday vocabulary. Classes are based upon colloquial Italian linked to grammatical rules, explanations, written exercises, and discussions. At the conclusion of the course, students should be able to confidently use the basic structure of the language. \$10 materials fee payable in class.

Required Textbook:

Learn Italian the Fun and Fast Way (4th Edition), by Marcel Danesi (ISBN: 9781438074962) available online and at bookstores. List price: \$29.99.

3506X PCC - Room R222 \$139
Jan 18-Mar 14 8 Sat 10am-12:30pm

Best of Italian

Italiano - Bentornati cari amici! This course is designed to improve communication skills of intermediate students, and to further develop and reinforce grammatical proficiency of advanced students. The best and most important grammatical rules are provided: simple present tense, past tense, simple and articulated prepositions, adjectives, adverbs and future tense. \$10 materials fee payable in class.

Required Textbook:

Ultimate Italian Beginner-Intermediate, by Living Language (ISBN: 9781400009671) available online and at bookstores. List price \$21.00.

Prerequisite: "Conversational Italian"

3509X PCC - Room R222 \$139
Jan 18-Mar 14 8 Sat 1pm-3:30pm

Spanish Language Classes

Instructor: Luis Garcia

Conversational Spanish

¡Hola! Buenos días. This course will introduce you to the active use of the Spanish language, stressing communication, comprehension, vocabulary and basic grammar. The course will be useful to the tourist, business person or those simply interested in enriching their life by learning another language. \$2 materials fee payable in class. **See below.**

3511X AHS - Room H108 \$139
Jan 6-Mar 9 8 Mon 7pm-9:30pm

Conversational Spanish II

¡Hablar español es muy fácil! This course will further develop your Spanish communication skills with a broader vocabulary, emphasizing conversation, pronunciation and comprehension with grammatical concepts. \$2 materials fee payable in class. **See below.**

Prerequisite: "Conversational Spanish"

3512X AHS - Room H108 \$139
Jan 8-Feb 26 8 Wed 7pm-9:30pm

Required Textbook for Both Classes:

Spanish Now!, Level 1, 8th Edition, by Ruth Silverstein (ISBN: 1438075235) available online and at bookstores. List price: \$24.99.



Language Courses Online :

- Speed Spanish
- Beg Conversational French
- Instant Italian
- Discover Sign Language
- Grammar for ESL
- Writing for ESL

Visit ed2go.com/pccllearn for more information.

EXERCISE

Kundalini Yoga

Reduce Stress/Increase Energy

Instructor: Santokh Singh Khalsa

Kundalini Yoga is a rejuvenating and relaxing combination breath and movement, from which anyone may benefit, even those who are stiff or out of shape. Using breath and simple exercises, students learn to release tension and stress while increasing energy. Course covers Yoga practice, basic meditation, philosophy, diet, and lifestyle. Each student receives a copy of the teacher's book about Kundalini Yoga. *Wear loose, comfortable clothing and bring a yoga mat to class. Advanced registration required.*

2075X **\$79**
Jan 15-Feb 19 **6 Wed** **7pm-9pm**

Classes held at the Awareness Center,
 2801 E. Foothill Blvd., Pasadena.



Hatha Yoga

Instructor: Isabel Barber

Hatha Yoga is known as the Yoga of Postures: developing control of the body through poses. Learn the basics of Hatha yoga (meditation, sitting, breathing) and the philosophy behind this valuable practice. Fundamentals of the physical practice are covered in each class, helping students bring balance to body, mind, and spirit. *Bring a yoga mat to class and wear loose, comfortable clothing; No street shoes on dance floor.*

2080X **PCC - Room W203** **\$79**
Jan 11-Mar 7 **8 Sat** **12:30pm-2:30pm**

Note Regarding All Exercise Classes:

Students must be in good health to participate. It is recommended that you consult with your doctor if you have any questions.

Tai-chi Chuan Classes

Instructor: Kathy Chyan Chou

TaiChi is an art of relaxation, concentration, and balance. It is an ancient Chinese exercise emphasizing breathing coordination with body movement intended to enhance flowing energy (called qi), circulation, and awareness of sensation. *Wear comfortable clothing.*

Tai-chi Chuan

Beginner Level 1

Step by step instruction includes Qi-gong as a warm up exercise and a short form set of Tai-chi Chuan basic techniques.

4019X **PCC - Room W201** **\$85**
Jan 5-Feb 9 **6 Sun** **9am-10:30am**

Tai-chi Chuan II

Beginner Level 2

This class is designed for beginning students who have completed the Level 1 class. Step by step instruction includes Qi-gong as a warm up exercise and a second form set of Tai-chi Chuan basic techniques.

Prerequisite: "Tai-chi Chuan"

4022X **PCC - Room W201** **\$85**
Jan 5-Feb 9 **6 Sun** **10:30am-12pm**

Qigong Regulation Exercises

Instructor: Benj Sinskul

Qigong is the skillful practice of gathering, circulating, and applying life-force energy. Students will be introduced to a qigong exercise designed for each of the 5 Yin organs: Liver, Heart, Spleen, Lungs and Kidneys. At the end of this course, students will be able to string the individual exercises that they have learned into a complete qigong set called the "Daoist 5 Yin / 5 Yang Exercise." Each session will begin with breathing and stretching exercises. \$2 materials fee payable in class. *Wear loose, comfortable clothing; No street shoes on dance floor. Come to class with an empty stomach.*

2086X **PCC - Room W203** **\$69**
Jan 5-Jan 26 **4 Sun** **10am-12pm**

*Also available:
 Stunt Acting - page 3.*



Power Stretch

Instructor: Karen Harris

This is the ultimate conditioning relaxation class designed to challenge all ability levels. Power stretch combines breathing and stretching to relieve stress, and resistance training to enhance and realign the body. *Bring a yoga mat; No street shoes on dance floor. Class is designed for adults.*

4004X **PCC - Room W203** **\$79**
Jan 25-Mar 21 **8 Sat** **7am-8am**

Self-Defense Classes

Instructor: Jeffrey Yarbrough

Self-Defense and the Workplace

Personal attacks can and do happen! Join us and learn self-defense techniques based upon the ever-evolving tactics attackers use in the workplace, elevator, stairwell, parking garage, or on the street. Learn to defend against weapons such as knives, guns, and bats; and how to counter-attack against one-on-one and two-on-one assaults using wrist grabs, chokes, punches, headlocks, and bear hugs. **See note.**

4011X **PCC - Room W201** **\$45**
Jan 11 **1 Sat** **1pm-3pm**

Self-Defense and the Workplace II

Now that you have taken "Self-Defense and the Workplace" take your knowledge to the next level with more detailed work and more advanced techniques. We begin with a review of previously taught self-defense techniques and then move forward by incorporating a series of drills and exercises designed to enhance environment awareness, speed, agility, and hand-eye coordination. **See note.**

Prerequisite: "Self-Defense and the Workplace"

4014X **PCC - Room W201** **\$45**
Jan 18 **1 Sat** **1pm-3pm**

Note: *Wear loose, comfortable clothes and bring water.*

Jeffrey also teaches Hip Hop & Funk Dance - page 16.

LIFESTYLE



Law of Attraction

NEW

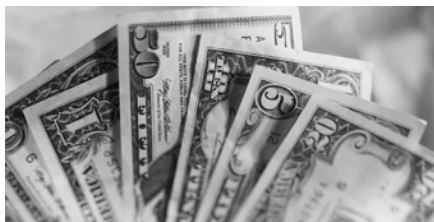
Make Your Life

What You Want It to Be

Instructor: Frances O'Brien

We all have the desire to attract positive things such as more money, a better romance, improved health, career success, and family harmony. Often though, these desires feel just out of our reach. The good news is that there are easy, enjoyable, and effective ways to attract the things we desire. Join us, have fun, and learn the secrets to manifesting your dreams!

2267X **PCC - Room R123** **\$45**
Feb 8 **1 Sat** **11am-1pm**



Find Cash by Tracking Your Spending

Instructor: Shiral Torres

The United States is known as a consumer economy. In other words: spend, spend, spend! Do you want to take control of your finances by changing your mindset about spending money? If so, join us in this dynamic and, yes, enjoyable workshop! You will learn a simple way to track income and expenses and prevent overspending by practicing healthier spending habits. This practice will help to maximize your income and support your financial freedom. Students receive a binder to organize bills and documents designed to insure success! Leave feeling confident and motivated to maintain a healthy relationship with money. \$25 materials fee payable in class.

0424X **PCC - Room R109** **\$45**
Feb 1 **1 Sat** **10am-12pm**

*Shiral also teaches **Rental Property Management** - page 2.*

Live, Work or Retire Abroad - Affordably!

Instructor: Bob Cohen

Imagine living abroad! Many people now opt for this adventure, and enjoy a higher standard of living while living their dream. Join us and learn how to stretch a fixed retirement income, or how to find work overseas that pays room and board. Discover the top ten countries where Americans are able to live better than they are here, and how to actually do it! Get tips about evaluating your finances, figuring out how far your dollar will go, housing, transportation, food, government discount programs, access to healthcare, and job opportunities. It is all here! Are you ready to begin an exciting new life? \$20 materials fee payable in class.

2305X **PCC - Room R111** **\$49**
Feb 8 **1 Sat** **9pm-12pm**

*Bob also teaches **Internet Marketing, App, and Blogging** classes - page 9.*

Genealogy Basics



In partnership with ed2go

Tracing your family's history is a fascinating journey. Genealogy Basics will help you understand the genealogy research process and the way we interpret the information we find. This course guides you through the search process for family names using several subscription-based Web sites which you can access while you are enrolled in the class. Along the way, you will learn through hands-on examples methods to help you dig deeper into your family's past. You will develop a strategy to accomplish your objectives, evaluate the results, and share that information with others. You will discover, in simple terms, where to look, who to contact, and how to make your family history come alive! Course starts monthly.

ONLINE COURSE **\$99**

Start: Jan 15, Feb 12, Mar 18, Apr 15
Go to ed2go.com/pcclearn to register.



Discover Your Past!

Chess Classes

Instructor: John Wright

Introduction to Chess

Chess looks difficult – but is it? If you ever have wanted to learn and understand the game of chess, this is your opportunity! Designed for those with little or no chess playing experience ready to learn the fundamental rules of the game, how the pieces move, and basic strategy. A brief history of the game also will be given as well as information about the many opportunities to play chess such as at free online sites or at local chess clubs where you may participate in events approved by the United States Chess Federation.

Required Textbook:

Let's Play Chess: A Step by Step Guide for New Players, by Bruce Pandolfini (ISBN: 978-1888690521) available online and at bookstores. List price: \$19.95.

2220X **PCC - Room R111** **\$85**
Jan 5-Mar 8 **8 Sun** **1:30pm-3:30pm**



Introduction to Chess II

You learned the game of chess and know some basic strategies, but what is next? How do you improve? The best approach is to break the game into its components, and then to focus upon specific skills. In this class, National Master John Wright will guide you through the process. Starting with the best opening moves, you will learn how factors such as pawn structure, better development, and setting short term goals will help you win more games. Game on! Checkmate!

Prerequisite: Completion of "Introduction to Chess" or knowledge of the basic rules and moves of the chess pieces.

Required Textbook:

Pandolfini's Ultimate Guide to Chess (2003), by Bruce Pandolfini (ISBN 978-0743226172) available online and at bookstores. List price: \$17.99.

2221X **PCC - Room R111** **\$75**
Mar 29-May 31 **6 Sun** **1:30pm-3:30pm**

ACTIVE



NEW Zero Waste 101

Instructor: Megan Knize

"Zero Waste" is all the rage! The philosophy encouraging reuse and repair of everything from clothes to household items with the goal that no trash will be sent to landfills, incinerators, or end up in the ocean. California is leading the way with organics and other recycling efforts. Join us to learn more about the simple things you can do to become a part of this visionary and exciting movement. Save money, time, and the planet by throwing away less stuff!

2240X **PCC - Room R109** **\$45**
Jan 11 **1 Sat** **9am-11am**



Aromatherapy Basics for Emotional Well Being

Instructor: Lisa Kurstin

Results from a recent survey show that 48% of the U.S. population is worried – about something. The world spins ever more quickly and people have more on their plates than ever. There is hope, and methods to slow your world down, if only momentarily. Aromatherapy, a practice that dates back to ancient life, is supported today by scientists and others as a way to use aroma for emotional benefit. In this class, students will learn how to safely use pure essential oils to uplift mood and improve the quality of life. Students will practice using various oils in class, and come away with a starter kit of 100% pure essential oils of peppermint, lavender, and lemon. \$25 materials fee payable in class.

3345X **PCC - Room R113** **\$49**
Jan 18 **1 Sat** **9am-11:30am**

Also available: Aromatherapy & Herbal Candle Making- page 18.

Bridge Classes

Instructor: Morris Jones

Bridge I – Introduction

Bridge is a card game for four players working as two partnerships. It is known the world over as one of the most challenging and satisfying pastimes. The rules are simple, yet the fascination can be lifelong. This class introduces Bridge to newcomers, and also serves to reinforce the fundamentals of the game for current players. No Bridge experience required, but newcomers must attend the first lesson. **See note.**

2205X **AHS - Room D108** **\$75**
Jan 8-Feb 12 **6 Wed** **7pm-9pm**

Bridge II – Competitive Bidding

In the game of Bridge, when both sides are bidding for the contract, the meanings of bids can change. Picking up where Bridge I leaves off, this course offers detailed coverage of situations that come up in competitive auctions. Learn how to get to your best spot, or prevent the opponents from getting to their ideal contract. Even seasoned bridge players often overlook many of these concepts. Along with bidding we include expert techniques for declarer play and defense. **See note.**

Prerequisite: Bridge I or similar experience as a bridge player

2206X **AHS - Room D108** **\$69**
Feb 19-Mar 18 **5 Wed** **7pm-9pm**

Bridge III – Popular Conventions

World class Bridge players agree that it is better to know a few conventions thoroughly than a large number superficially. This course offers a thorough grounding in the most common conventions: Stayman, Jacoby transfer bids, the strong opening bid, the Blackwood, and the Gerber. Lessons will illustrate the problems these conventions are designed to solve and how they can best be used. Intermingled with every lesson are expert techniques for declarer play and defense. **See note.**

Prerequisite: Bridge I or similar experience as a bridge player (Note that Bridge II is not required)

2207X **AHS - Room D108** **\$75**
Apr 15-May 20 **6 Wed** **7pm-9pm**

Note: \$10 materials fee payable in each class.

Home Buying Simplified

A Step-By-Step Guide for the First Time Buyer

Instructor: Kyle George

Learn how to prepare for a successful home buying process. Topics include:

- Financial qualifying guidelines
- Conventional and FHA mortgages
- Down payment requirements
- Real Estate contract review
- Credit score and its importance
- Personal financial preparation
- Knowledge of pre-approval process
- Current housing market trends

Participants will leave with the knowledge and confidence to shop for a home.

3913X **PCC - Room R121** **\$49**
Jan 25 **1 Sat** **9:30am-1pm**



House Selling Success

Instructor: Anna Dolmazyan

Market numbers indicate that home prices have fallen. This course provides home sellers the knowledge and the tools to receive the best price for a property. Knowing how to properly sell a house, apartment, or condo can be an intimidating experience, however, with knowledge, anxiety will be reduced. Topics include:

- Preparing your property for the sale
- Using comparable properties wisely
- Positioning your property in a fast-paced and inundated market

Also covered are escrow, titles, and transaction contracts.

3924X **PCC Campus** **\$49**
Feb 29 **1 Sat** **10am-1pm**



NEW Psychology of College Success

Instructor: Joseph Dorri

College holds the promise of realizing a fulfilling and successful life, yet it takes the average student about six years to complete a bachelor's degree. Even more significant, it is said that annually 63% of students suffer a mental health crisis on campus. What if you could graduate faster, have a smoother transition into college, and be happier and healthier? Using decades of educational research and effective techniques, this course reviews the key psychological factors influencing college success. It also provides self-assessment tools, resources, and activities to help you immediately apply the principles discussed to your daily life and college success. \$26 materials fee payable in class.

0702X AHS - Room H106 \$59
Jan 27 & 29 1 Mon & Wed 6:30-8:30pm



Good Karma, Mystics, and Tarot

Instructor: Linda McBride

Join us for this fun, one-day workshop about the history and lore behind the Tarot. This workshop is designed to bring good Karma, and to help gain a perspective into the nature of the universe in the *Age of Aquarius*. Your instructor will share her extensive knowledge of the Tarot, its continued fascination in our modern age, and how it can bring positive energy into the flow of your journey. You will learn to read the cards for yourself to delight and amaze your family and friends. *Recommended: Bring a Tarot card deck.*

2234X PCC - Room R111 \$49
Jan 11 1 Sat 10am-2pm

Personal Improvement Classes

Instructor: Margaret Pappas

7 Strategies to Control Your Thoughts

Thinking happens naturally. We think, and, we think a lot. While thinking may be natural and certainly aids us in navigating the day-to-day, thinking and sleeping do not mix well. When thoughts keep us awake, are negative, fearful, repetitive, distorted, and intrusive sleep may be kept at bay. Simply put, thoughts while trying to fall asleep are destructive; and they have an effect on our health, our relationships, and our successes. Join us and learn how to control your thoughts as opposed to your thoughts controlling you. Topics include:

- Discover how you think and what you think about
- See your thoughts differently without judgment
- Apply the 7 Strategies to retrain the way you think by responding not reacting
- Use simple mind tools, breathing, and meditation to focus and be still

\$15 materials fee (for 26-page manual, pen, and heart surprises) payable in class.

2009X PCC - Room R307 \$55
Feb 1 1 Sat 9:30am-1:30pm

Communicate with Anyone

3 Easy Steps

All relationships require good communication. Good communication skills do not always solve problems or right issues, but without them, seldom are problems or issues resolved. Using a simplified version of Harville Hendrix's Dialogue solves the "I do not know what to say or how to say it" challenge. The Dialogue is a 3-step, practical communication tool teaching how to listen and respond without judgement, whether or not we are in agreement with what is said. Take this workshop if you:

- Have a difficult time communicating, listening or feeling heard
- Feel frustrated with yourself when reacting rather than responding
- Want to build or rebuild your relationships

Achieve real and safe connections in your relationships by following the 3 Easy Steps in dialoguing. It is helpful to register with someone with whom you can practice during and after the workshop. \$10 materials fee payable in class.

2006X PCC - Room R307 \$55
Mar 21 1 Sat 9:30am-1:30pm

Eliminate Clutter in Your Home and Office

Instructor: Nancy Miller

Tired of searching for lost things and stumbling over stuff? You CAN change your surroundings to work for you with simple, easy, and practical ideas about how to remove clutter from your life and get organized. Attend this fun and interactive workshop and learn how to stop junk mail, how to remove clutter, distinguish between organized and neat, and the cost of your stuff. \$30 materials fee payable in class.

2029X AHS - Room H102 \$49
Jan 29 1 Wed 6:30pm-9:30pm



Introduction to Natural Health and Healing



In partnership with ed2go

Through a discussion of the various stages of health and illness, you will discover that true health means wholeness of the mind, body, and spirit. Topics include naturopathy, which seeks ways for the body to heal itself; proper breathing techniques to enhance health; and the value of hydrotherapy, diet, biorhythms, and fasting. Also discussed will be the role of vitamins, minerals, antioxidants, free radicals, as well as the basic requirements that constitute a healthy diet. We also review herbal healing, aromatherapy, body therapies, massage techniques, osteopathy, chiropractic, Tai Chi, reflexology, yoga, Feng Shui, therapeutic touch, and natural remedies for common emergencies. Course starts monthly.

ONLINE COURSE \$99

Start: Jan 15, Feb 12, Mar 18, Apr 15
 Go to ed2go.com/pcclearn to register.

Landscape Classes

Instructor: Charlotte Chen

Weather Resistant Landscaping

Sustainability is the new buzz word and increasingly people are turning to drought resistant native vegetation that thrive in Southern California. Come learn how to replace thirsty lawns with drought tolerant ground covers that are more interesting than grass. This class will cover what drought tolerant plants and trees are available and provide instruction about how to use rocks, gravel, and decomposed granite to enhance a drought tolerant garden. Pruning techniques also will be demonstrated. *Bring a five-gallon raphiolepis plant (Indian Hawthorne), and pruning shears.* \$3 materials fee payable in class.

2246X **PCC - Room R115** **\$55**
Jan 11 **1 Sat** **9am-1pm**



Landscape Design and Construction

Landscape designers determine what elements bring out the best in a location. It may be a specific tree or plant, a deck, patio, or bubbling fountain. In this workshop, students learn the basic principles of *hardscape* design gaining the ability to beautify a yard while spending money wisely. Discover what design principles work best for small spaces, large lots, shady or sunny places, hillsides, and slopes. *Bring photos of your site and a simple hand-drawn site plan.* \$3 materials fee payable in class.

2250X **PCC - Room R115** **\$95**
Jan 18-Jan 25 **2 Sat** **9am-3pm**

*Charlotte also teaches
 Quick Sketch - page 15.*

Create Your Emergency Exit Plan!

Instructor: Kevin Boyd

You have 30-minutes or less... to get out. It may be a fire, flood, earthquake, or medical emergency. What do you do? Do not panic! Just follow your plan. Determine now what you will take depending upon the amount of time you have to vacate. Learn how to organize your vital information in a "Grab-&-Go" binder and/or easily convert everything to electronic documents including photo albums and scrapbooks. Then back it all up to the Cloud. Learn about local evacuation routes, useful free apps, and helpful tips. Discussion includes how to create your own "Go" bags, backpacks and bins. Save your life, your family, and your valuables!

2115X **PCC - Room R113** **\$49**
Feb 8 **1 Sat** **9:30am-12:30pm**

Traffic School Online

Traffic School Online has successfully helped thousands! Take our simple, state-approved, easy-to-follow course.

- Complete the online traffic school course from the privacy and comfort of your home, office, or anywhere you can access the Internet.
- Course is designed to be a 6-7 hour program. Complete the course all at once or take your time.
- Simple, user-friendly program. No extra hardware or software needed.
- Course is divided into units containing reading, video, graphics, and review questions.
- Final exam consists of 25 multiple choice questions. Passing score 70%.
- Certificate of Completion sent electronically to the court and DMV.
- Customer service available 7 days a week.

To get started, go to:
pcclearn.org/TrafficSchool

Survival Classes

Instructor: Christopher Nyerges

Survival Skills

What would you do in the event of a natural or man-made disaster? Would you know what to do to survive in the elements? How would you protect your family? Everyone should be familiar with basic survival skills! This course is comprised of lecture, hands-on instruction, and videos. Topics include:

- Edible and medicinal plants
- Making fire without matches
- Finding and purifying water
- Survival kits and home supplies
- Primitive and modern shelters

2007X **PCC - Room R115** **\$65**
Jan 10-Feb 7 **5 Fri** **7pm-9pm**



Urban Survival Skills

The "big one" is coming! In fact, experts say it is 150 years overdue! If you are worried about the next big earthquake; tidal wave; terrorist attack; or hurtling-earthward comet, then this lively course with a distinct urban focus will enlighten you on the "do's and don'ts" of survival at home. Topics include:

- Food storage
- Growing a survival garden
- Useful plants
- Water
- Tools and weapons
- Energy alternatives
- Necessity of fire

2287X **PCC - Room R115** **\$65**
Mar 6-Apr 3 **5 Fri** **7pm-9pm**

*Christopher also teaches
 Writing for Publication - page 19.*

TRIPS & TOURS

Single-Day Tours

For detailed Single-Day Tour descriptions, go to:

pcclearn.org/DayTrips

All day single-day tours depart from Pasadena City College, Lot 3.



Murder Mystery Lunch

At Fogo de Chão Brazilian Steak House

Join us at Fogo de Chão Brazilian steakhouse where rodizio dining meets a murder mystery "to dine for." While enjoying a delectable meal you will be entertained with a murder mystery complete with outrageous antics, music, and audience participation. This dining adventure begins at Fogo's Market Table where you may return as many times as you like for fresh seasonal salads, exotic vegetables, imported cheeses, smoked salmon, cured meats, and seasonal soup. Once seated, the authentic Brazilian side dishes arrive: warm pão de queijo (cheese bread), crispy polenta, mashed potatoes, and caramelized bananas. When you set your dining card to green, you will be in the rodizio, a continuous tableside service of signature cuts of meat prepared, fire-roasted and served by the gaucho chefs. The variety of meats include top and bottom sirloin, chicken (breast, bacon-wrapped breast and legs) and slow roasted and savory pork sausage. Meanwhile, a murder has been committed... and the victim is here! Trixie Gabor, the young rising starlet famous for her friendship with Big Louie, has been shot. By whom is the unknown. Each suspect re-tells his or her version about how the murder was committed, and it is up to you to help solve the mystery.

2359X \$149
Mar 7 1 Sat 9:45am-3:30pm



Reagan Library

with Egypt's Lost Cities Exhibit

Spend a memorable day at the state-of-the-art, Ronald Reagan Presidential Library and Museum featuring 18 galleries paying tribute to America's 40th president. Enjoy approximately 5 hours at leisure to explore the state-of-the-art museum, which features 18 galleries dedicated to the life of Ronald Reagan. Visit a full-scale replica of Reagan's Oval Office, see a piece of the Berlin Wall, explore interactive exhibits, read letters written by President Reagan to Nancy and pay your respects at their final resting place with spectacular views of the Conejo Valley. The Air Force One Pavilion features a presidential limousine and secret service suburban, a Marine One helicopter and the Air Force One airplane that served seven U.S. Presidents. Also on view for a limited time is the exhibit: *Egypt's Lost Cities*, featuring 200 authentic artifacts from museums in Cairo and Alexandria that help to provide a better understanding of life during the age of the pharaohs. On view are gold coins, delicate ceramics, exquisite jewelry, bronze vessels, three colossal 16-foot statues, as well as other ancient Egyptian artifacts. These items were recovered two decades ago by underwater archaeologist Franck Goddio and his team when they discovered the two ancient and forgotten cities of Thonis-Heracleion and Canopus which were lost to natural disasters and the rising tides of the Mediterranean Sea more than 1200 years ago. Enjoy lunch on your own at the Reagan Library's Country Café or The Pub.

2315X \$79
Mar 14 1 Sat 8:30am-5pm



Register early!
Single-Day tours fill quickly.

See page 31 for Travel Information and Policies.

Myths & Legends of the San Andreas Fault with a Geographer-Guide Includes Boxed Picnic Lunch

Embark on a unique adventure to examine the San Andreas Fault with a professor of geography. There are many myths and legends about the San Andreas Fault and on this exclusive tour your geographer-guide will separate fact from fiction as you follow the fault through the San Bernardino Mountains on a fascinating driving tour. Several stops will be made along the way where your geographer-guide will explain how scientists study the fault to help predict earthquakes, and discusses what is really possible when we talk about "The Big One." This is a truly unique and educational experience. Enjoy an included boxed picnic lunch in a serene lake setting. *Suggested: Walking shoes.*

2438X \$84
Mar 21 1 Sat 9am-5pm



Poppies & Pussycats

Poppy Reserve & Feline Conservation Center Includes Boxed Lunch

Join us as we venture to the Antelope Valley in search of nature's beauty: wildflowers and big cats. Begin with a visit to the Antelope Valley California Poppy Reserve, a protected California State Natural Reserve. Each spring the Reserve comes alive with a variety of wildflowers creating a mosaic of color and fragrance. In addition to poppies, we may see owl's clover, lupine, goldfield, cream cups, or coreopsis. The intensity and duration of the wildflower bloom varies from year to year and blooms are never certain - we cannot control Mother Nature. Enjoy an included boxed lunch along with time at leisure in the Reserve to explore the Interpretive Center and nature trails. In the afternoon delight in a docent-guided tour of the Feline Conservation Center, better known as "The Cat House," dedicated to the protection and preservation of the world's most endangered felines. This breeding zoo and research facility is home to 18 different species. See and learn about these cats and about the efforts made here to preserve their species.

2358X \$89
Mar 28 1 Sat 8:30am-6pm

ACTIVE

TRIPS & TOURS

Multi-Day Tours

Must call 626-585-7608 to register.

**For detailed Multi-Day Tour
itineraries, go to:**

pcclearn.org/Tours

Or to have a tour itinerary mailed to you,
call or email the PCC Extension office.

See page 31 for Travel Information
and Policies.

Central Coast Whales, Rails & Dunes

*Morro Bay Hotel, Guadalupe Dunes, Whale
Watching, Coast Starlight Train*

March 11-13, 2020 – 3-Day Tour

Double: \$599 / Single: \$729 – Deposit: \$100

This three-day getaway showcases the wildlife and geologic treasures along California's Central Coast at a delightful time of year. Explore the historic and geologically unique Guadalupe Dunes, embark on a whale watching cruise from Morro Bay and enjoy a memorable coastal train ride. All the while, we will enjoy a relaxing stay at an upscale, bay-front inn that is surrounded by rugged woodlands and overlooks Morro Bay.

Georgia on My Mind

*Roosevelt's "Little White House," Callaway
Gardens, Macon, Stone Mountain, "Gone With
The Wind," Jimmy Carter Presidential Library*

March 22-27, 2020 – 6-Day Tour

Double: \$1,799* / Single: \$2,399* – Deposit: \$250

Welcome to Georgia and the South's largest and most modern city, Atlanta – the "Gateway to the South." We will enjoy a single-hotel stay with nightly "happy hour" in the heart of downtown Atlanta. This journey features excursions to Callaway Gardens, Roosevelt's "Little White House" in Warm Springs, and to Macon, the "Cherry Blossom Capital of the World." Experience the allure of America's Deep South, and delight in Southern hospitality on this comprehensive journey highlighting the unique culture and indisputable charm of the Old South at a delightful time of year. ***Land prices only.** Roundtrip group airfare available from \$495 per person.

Joshua Tree & Palm Springs

*Joshua Tree National Park, Fantasy Springs
Resort Casino & Palm Springs, Aerial Tramway*

March 29-30, 2020 – 2-Day Tour

Double: \$329 / Single: \$389 – Deposit: \$75

On this overnight mountain and desert escape, a geographer-guide will bring the dramatic landscape to life while we enjoy a stay at a resort casino. From the strange rock formations in Joshua Tree National Park to the San Jacinto Mountains and the massive San Andreas Fault, the geologic and geographic phenomena in this area are as unique as they are diverse.



Washington, D.C. Blossoms

*Arlington Nat'l Cemetery, U.S. Capitol, Washington
Nat'l Cathedral, Ford's Theatre, Mt. Vernon*

April 2-7, 2020 – 6-Day Tour

Double: \$1,799* / Single: \$2,299* – Deposit: \$250

This historic tour of Washington, D.C. features a single-hotel stay, while enjoying our nation's capital at a characteristically delightful time of year. April is the month when the delicate, beautiful, and fragrant cherry blossom trees are most likely in bloom. The tour includes seeing the monuments along the National Mall; visiting Arlington National Cemetery; marveling at the U.S. Capitol, Library of Congress, and the Smithsonian museums; enjoying the serenity of the Washington National Cathedral; and reflecting upon Ford's Theatre, unchanged since Lincoln's time. ***Land prices only.** Roundtrip group airfare available from \$495 per person.

Viva Las Vegas!

*Two-Night Stay at The Treasure Island Hotel &
Casino, Optional Excursion to Downtown*

April 5-7, 2020 – 3-Day Tour

Double: \$359 / Single: \$469 – Deposit: \$75

Enjoy a two-night stay at the exciting AAA four-diamond *Treasure Island Hotel & Casino* located in the heart of the Las Vegas "Strip." With 10 restaurants, 8 bar & lounges, a heated outdoor pool and spa, and a full service spa and salon, you will have a chance to relax in style on this three-day Vegas getaway. *Optional excursion to downtown Las Vegas on the second day.*

Sweet, Savory & S.L.O.

*Apple Farm Inn Stay, Coast Starlight Train,
Edible Sightseeing, Solvang*

April 22-24, 2020 – 3-Day Tour

Double: \$649 / Single: \$799 – Deposit: \$100

On this unique rail journey to the Central Coast, we're in search of the tastiest treats – from cookies, pastries and chocolate to award-winning wine and Santa Maria-style barbecue. The edible sightseeing will showcase the unique flavors amongst the small towns of California's Central Coast. Unpack once at the charming Apple Farm Inn and enjoy the cozy fireplaces and nightly wine tasting reception on this truly tasty tour.

Yosemite Spring Fling

*Yosemite National Park, Tenaya Lodge Stay,
Sugar Pine Railroad, Basque Lunch*

April 26-28, 2020 – 3-Day Tour

Double: \$649 / Single: \$899 – Deposit: \$100

Yosemite is magnificent in the spring! Renowned for its magnificent valley, great granite domes and peaks, waterfalls and giant trees, Yosemite National Park is a true national treasure. This three-day getaway offers a truly wonderful combination of natural wonders, rushing waterfalls, and rustic elegance with two nights at the secluded, 4-star *Tenaya Lodge at Yosemite*.



California Vines, Rails & Redwoods

*Napa Valley Wine Train, Sonoma Valley, Russian
River Valley, Redwoods, Coast Starlight Train*

May 3-8, 2020 – 6-Day Tour

Double: \$1,599 / Single: \$1,999 – Deposit: \$200

Embark on a journey that covers four of the most beautiful and bountiful regions of California – the Central Coast, the Napa Valley, the Sonoma Valley and the Central Valley. We will not only explore these incredibly beautiful regions on two memorable train journeys, but we will take pleasure in the "fruit of the vine" and explore the spectacular sights they feature including majestic old growth redwoods, the winding Russian River Valley, the Napa Valley Wine Train and San Francisco's iconic Golden Gate Bridge.



PCC Extension, the Not-for-Credit Division of Pasadena City College, is self-supporting and not funded by taxpayer dollars. Classes are designed for adults, 18 years of age and older, unless otherwise indicated. Classes are held on-campus, at off-site locations, and online. College credit is not given, and there are no transcripts or grades.

To ensure a quality program, the following policies have been established. Courses may be cancelled due to low enrollment. The right is reserved to change courses, programs, or instructors. No non-registered person, including spouse, friend, parent, or child, is permitted to audit/attend a class. Students whose conduct is detrimental to the class (e.g., dishonesty, disruption, theft, property damage, or willful disobedience) may be removed without refund, and/or denied future enrollment. Courses presented by PCC Extension do not necessarily reflect the views of the Pasadena Area Community College District. Pasadena City College does not endorse any person or product. PCC Extension is committed to protecting your privacy. We do not sell, trade, or rent your personal information to other internal or external parties. We may use information collected to contact you regarding course information, promotional updates, specials, and/or new additions to our program offerings. Credit card numbers are not stored on our website

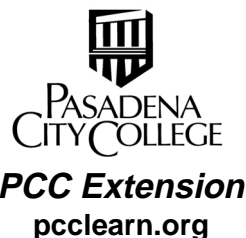
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Main Campus

1570 East Colorado Boulevard
Pasadena, CA 91106-2003

Foothill Campus

3035 East Foothill Boulevard
Pasadena, CA 91107-3106

Main Number: (626) 585-7608

Fax Number: (626) 585-3058

Website: pcclearn.org

Email: info@pcclearn.org

Facebook: facebook.com/pccextension

Twitter: twitter.com/ExtensionatPCC

Public Hours:

9:00 a.m. to 4:00 p.m.

Monday through Friday

PCC Extension

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Richard Torres, Account Clerk

Robert Torres, Scheduling Technician

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Learning
Is For
L I F E

Easy to Register!



Online:
pcclearn.org



Phone:
(626) 585-7608



Fax:
(626) 585-3058



Mail:
PCC Extension
Pasadena City College
1570 E. Colorado Blvd., Rm CEC112
Pasadena, CA 91106-2003



In Person:
Foothill Campus
3035 E. Foothill Blvd.
Pasadena, CA 91107
Monday-Friday, 9am-4pm

Pre-Registration is Important!

1. Space is limited. Early registration assures your place in high-demand classes.
2. Classes that do not meet minimum student enrollment may be cancelled before the first session. Your timely registration helps to ensure the necessary enrollment figures.

**PCC
EXTENSION**

1570 E. Colorado Blvd., Rm CEC112
Pasadena, CA 91106-2003

Main Number: (626) 585-7608

Fax Number: (626) 585-3058

Website: pcclearn.org

E-mail: info@pcclearn.org

Reserve Your Space. Register Today!

REGISTRATION FORM — PCC EXTENSION

PLEASE PRINT

Date _____

Last Name (PRINT) _____

First Name (PRINT) _____

M.I. _____

Street Address _____

Apt. No. _____

City _____

Zip Code _____

Email Address _____

Mobile Number _____

Alternate Number _____

Course No. _____

Course Title _____

Start Date _____

Fee _____

_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

By submitting this registration form you agree to the PCC Extension Refund Policy.

TOTAL \$ _____

Payment by Visa, MasterCard or Discover:

Card No. _____

Expiration Date _____ CVV2 Code _____
(3-digit security no. in signature panel)

Authorized Signature _____

PRINT Name on Charge/Check _____

Payment by check (payable to Pasadena City College):

Driver's License No. _____

Expiration Date _____

Please do not write in this space

Date _____ Received by _____

CK _____ CA _____

01/19

Registration Form also available online at: pcclearn.org/regform

General Information

Dropping A Course

Refunds are granted provided you notify PCC Extension at least three (3) business days before your class begins. Registration fee refunded in the same format as originally paid within six (6) weeks. **There are no refunds beyond this deadline.** Refunds ARE NOT issued for absences nor prorated for late registrations. **Note:** If dropping a class from a Certificate Program or a Course Series, discounts will no longer apply and the refund amount will be adjusted accordingly. Missed class meetings may not be made up in another class. There is no auditing of classes. Returned checks will be subject to a \$25 handling charge.

ed2go / UGotClass: Refunds for ed2go and UGotClass online courses/programs are given only if a student notifies PCC Extension by phone or email at least three (3) business days before your online course/program begins. The registration fee will be refunded in the same format as originally paid within 6 weeks. There are no refunds beyond this deadline.

ProTrain: Refunds for ProTrain online courses/programs are given only if a student has not accessed any portion of the online course/program and the student requests a refund, in writing via email to PCC Extension within three (3) business days from the date of the course setup (email notification sent). There are no refunds for any online courses (or curricula) once a course has been accessed in any manner. If applicable, any shipped or online course reference materials (physical books, eBooks, study guides, CDs, Self-Study Kits, Videos, etc.) must be returned, unopened/unused at your own expense if you accept delivery of the package. Please understand that with enrollment and access of your online course, you have read and agreed to the aforementioned refund policy. There are no extensions granted for your course. If you do not complete your course by the end-date on your welcome letter, there will be additional fees for extended access to your course and any online reference materials such as eBooks.

Transfers

To transfer to another class, requests must be received at least three (3) business days before the original class start date.

Cancelled Class

Minimum enrollment is required to run a class. If PCC Extension cancels a class, the registration fee is automatically refunded in the same format as original payment within six (6) weeks.

Insurance/Waivers

Insurance: PCC requires all participants carry medical/accident insurance, and does not provide this coverage. **Waivers:** Due to the nature of some classes, a liability waiver is required to participate. When required, waivers must be completed and filed with the PCC Extension office before a participant may attend class.

Certificates

Programs displaying the CP icon, once completed in accordance with noted requirements, qualify for a Program Certificate of Recognition. **Note:** Students may request a Certificate of Completion for any non-Certificate Program class. Certificates of Completion are \$10 each and must be requested through PCC Extension. Replacement certificates are available for \$10.

Youth Classes

A link to our Release and Medical Consent form (Waiver form) will be included in your emailed confirmation letter. The form also may be found on our website, or by going to: pcclearn.org/ReleaseForm. **Complete and return form to the instructor at the first class.**

Supplies/Equipment

If a class requires the purchase of extensive supplies, or rental equipment, students must confirm class status *before making any purchase*. PCC Extension does not reimburse students for materials purchased/rented should a class be cancelled.

Class Dates

Class dates are inclusive. Blackout days may apply. Refer to the website or your confirmation letter for specifics.

Instructors

Detailed instructor biographies are available online. Should an emergency present itself, classes may be taught by a qualified substitute, rescheduled, or cancelled.

Travel Information and Policies

Cancellation Policy

Except where noted, cancellations/refunds must be received two weeks prior to the trip departure date and will be granted only if the space is re-sold by PCC Extension. It may be possible to send a substitute in your place with prior notice to the PCC Extension department. When approved, refunds will reflect processing fees per person AND any unrecoverable expenses (i.e., lodging, tickets).

Payment

Day Trips: Entire fee due at time of booking. **Multi-Day Tours:** Deposit per person due at time of booking. Traveler will be contacted by Good Times Travel to arrange for payment balance.

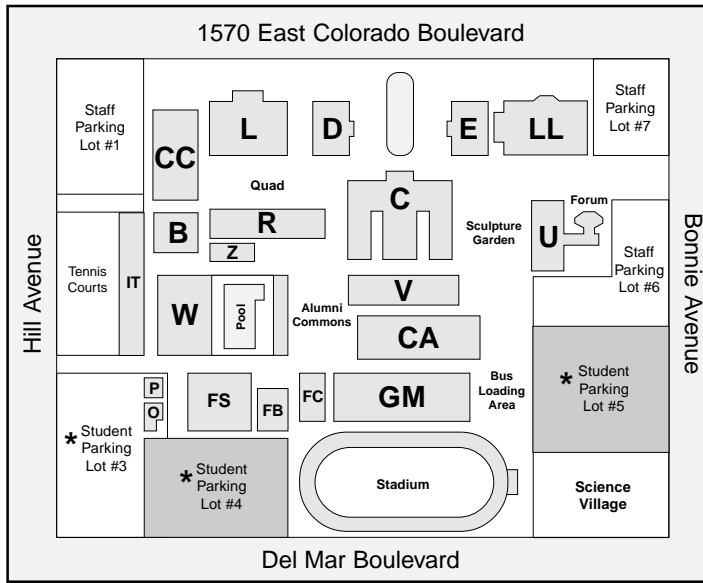
Cancellation/Travel Protection

Refund requests, except where noted, must be received *two weeks* prior to trip departure date, and will be granted only if space is resold. **Day trip fees and deposits paid to PCC:** Refunds to reflect \$20 processing fee per person. **Tour fees paid to Good Times Travel:** If travel protection has not been purchased, only recoverable funds less a cancellation charge of \$50 will be reimbursed once payment has been made. If travel protection has been purchased, you will receive a full refund (or partial if en route), provided the defining reason is covered. **Note:** Travel protection/cancellation insurance for multi-day tours is **highly recommended**. Pre-existing medical conditions are covered only if protection is purchased in advance through Good Times Travel. Insurance also available for day trips.

Travel Operator

Trips & Tours presented by Good Times Travel. Unless otherwise noted, local travel is aboard deluxe motorcoach with professional tour escort. Minimum travel age 18. Questions: call Good Times Travel at (888) 488-2287.

Pasadena City College Campus



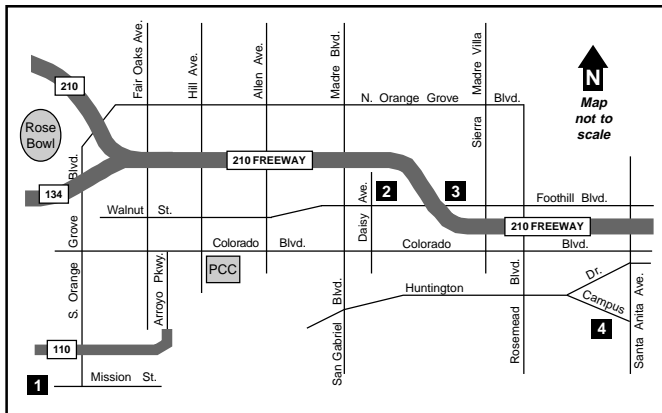
- B** Bookstore
- C** Information - C218
- D** Health Center
- E** Physical Sciences
- L** Admissions & Records
- LL** Shattford Library
- CA** Center for the Arts
- CC** Campus Center
- GM** Hutto-Patterson Gymnasium
- IT** Industrial Technology Building
- R** Catherine J. Robbins Building
- U** Armen Sarafian Building (*closed*)
- V** Howard E. Marvin Building
- W** Gymnasium
- CA** Center for the Arts
- CC** Campus Center
- GM** Hutto-Patterson Gymnasium
- IT** Industrial Technology Building
- LL** Shattford Library

* Student Parking:

Daily permits may be purchased from the dispensers located throughout the student parking lots. **Permits cost \$2.00**, and are good for the entire day. **Note:** The PCC Flea Market is held on the first Sunday of every month. On those days, student parking is only available in Lots 3 and 4. Parking is extremely limited. It is strongly recommended students arrive **early** to allow time to locate parking.

Off-Campus Class Locations

Pasadena Area Locations



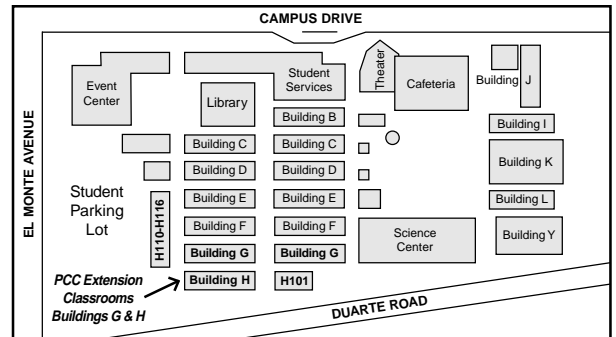
1
Arroyo Seco Golf Course
1055 Lohman Lane

2
Awareness Center
2801 E. Foothill Blvd.

3
Community Education Center
3035 E. Foothill Blvd.

4
Arcadia High School
180 Campus Dr., Arcadia
(see campus map above)

Arcadia High School



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PASADENA CITY COLLEGE
PCC Extension
1570 East Colorado Boulevard
Pasadena, CA 91106-2003

pcclearn.org
(626) 585-7608

Exciting 2020 Tours!

Here are some of our upcoming Travel Adventures!



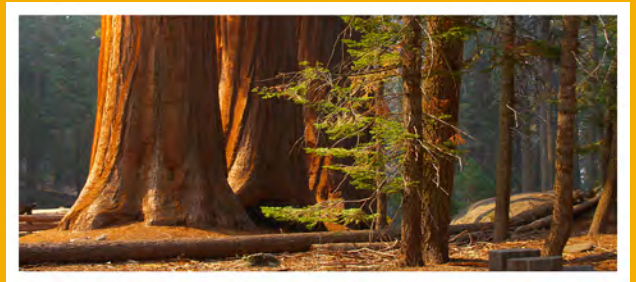
Central Coast Whales, Rails & Dunes
March 11-13



Georgia on My Mind
March 22-27



Viva Las Vegas!
April 5-7



California Vines, Rails & Redwoods
May 3-8

For details on all of our Trips & Tours, turn to page 27.

PCC
EXTENSION

Visit pcclearn.org today!
Or call (626) 585-7608

