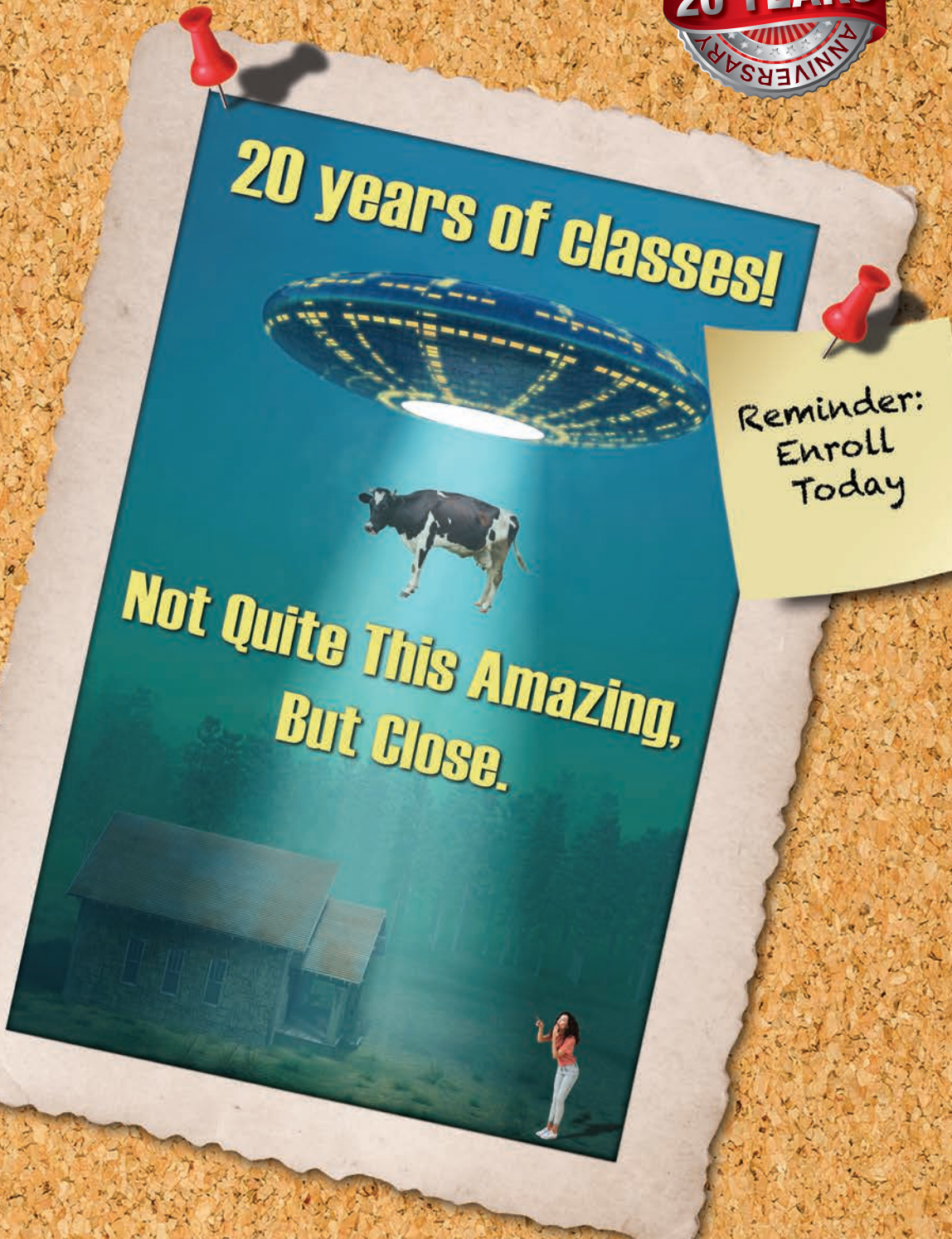


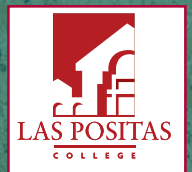
# Lifelong Learning Career & Personal Development



## Community Education

Fall 2018 Schedule • Classes through December 2018

Register Online: [www.laspositascollege.edu/communityed](http://www.laspositascollege.edu/communityed)



# Welcome to Fall!

Las Positas College  
COMMUNITY EDUCATION

Welcome to our final 20th Anniversary catalog. We continue to be amazed and feel thankful for the support that individuals and businesses have given the program over 20 years. Community Education has received a generous grant from the Las Positas College Foundation to use this catalog to increase awareness of all of the ways you, as member of our Tri-Valley Community, can interact and enjoy the college!

## Let's count the ways:

1. Enroll in a Community Education class. We have in person and online classes designed to enhance your wellbeing, your career and to help you achieve your educational goals for yourself and for your employees. (See our new Small Business Training Initiative on page 29).
2. Come see a play, lecture, musical event or athletic competition. Mark your calendar for world class arts entertainment and award winning sporting events. (See page 25)
3. Enroll your child in daycare (page 7), fundraise for Veterans (see page 4) and let friends and neighbors know that Student Government at Las Positas just got our campus designated as a MarketPlace with the Alameda Food bank, bringing food relief to students and community members who need it (page 34).
4. Teach with us! Bring your talents to the community. We're always looking for new classes and passionate teachers. (page 4)

Las Positas College is a vibrant campus that enhances every aspect of our community, and we're proud to have been a part of it since 1998.



In Learning,  
Frances DeNisco  
Program Coordinator

*"What we learn with pleasure, we never forget."*  
— Alfred Mercier

Interested in taking  
a class for college credit?  
See page 33

## Featured Instructor



Kris G. Patterson is the owner of KGP Consulting, LLP, a practice management consulting firm. As a consultant for small and medium sized businesses, community colleges, and private practitioners, she advises, performs audits and makes recommendations on medical billing, insurance, and front office management. She began her career in the healthcare field in 1988, after completing a Certificate Program at California State University, Los Angeles. Before becoming an instructor, she worked as a Medical Insurance Biller and owned Kris & Company, her first Medical Billing company. In 1990, she became an instructor for a Certificate Program which she now teaches at

Community Colleges throughout California. She has taught at more than 35 different California colleges, as well as major corporations such as AT&T. Kris mixes various standalone, network medical and dental insurance billing applications in her trainings and refreshes her curriculum to encompass ever changing industry technical practices.

Her hobbies include camping and fishing. Kris loves traveling and spending time with her pets. See her Medical Billing and Front office online classes, page 15.



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**Community Education Registration  
Form can be found on page 32.**

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

### Chabot-Las Positas Community College District Board of Trustees

Dr. Marshall Mitzman, President • Dr. Hal G. Gin, Secretary

Ms. Isobel F. Dvorsky • Mr. Donald L. “Dobie” Gelles  
Mr. Carlo Vecchiarelli • Mr. Edralin J. Maduli • Ms. Genevieve Randolph

Dr. Jannett N. Jackson, Chancellor • Roanna Bennie, Interim President, Las Positas College

### Las Positas College Community Education Staff

Tamica Ward, Dean of Enrollment Services • Frances DeNisco, Program Coordinator

## UFOs Night Watch Encounters



Tana Newberry hosts UFO Nightwatching Tours in both the Bay Area and on the island of Oahu, Hawaii so you can enjoy your own personal UFO sightings. She is very involved in the Ufology community sharing her work and presenting at conferences. During her events, she shares her experience with both detailed accounts of her sightings as knowledge on the subject. Learn more about her tours at [www.UFONightwatch.com](http://www.UFONightwatch.com). She is also a host of a UFO related radio show called Starseed Awakening. Learn more about the show at [www.KCORRadio.com](http://www.KCORRadio.com) or about Tana at [www.TanaNewberry.com](http://www.TanaNewberry.com).

**NEW!**

### UFO Sightings 101

How do you know if you've had a real UFO sighting? Sightings are real and they happen all around the world. They also have many things in common. Learn the basics of UFO sightings around the world, around the Bay Area and get familiar with objects flying in the night sky. Then, join us for UFO Nightwatch with military-grade night vision goggles. Goggles magnify the light in the sky by 50,000 times, illuminating stars, shooting stars, satellites, human craft and un-identified flying objects. Sixteen people share four pairs of goggles and lasers to point out to the group the objects we site. Take both the Friday lecture and the Saturday night watch for a discount!

UF0101 10/19 Fri 6:30 - 8:30pm \$39

**NEW!**

### UFO Nightwatch

Join us for UFO Nightwatch with military-grade night vision goggles. Goggles magnify the light in the sky by 50,000 times, illuminating stars, shooting stars, satellites, human craft and un-identified flying objects. We'll search the night sky at a location close to Las Positas College campus, and share stories of local and national encounters. Sixteen people share four pairs of goggles and lasers to point out to the group the objects we site. Take both the Friday lecture and the Saturday night watch for a discount!

UF0101 10/20 Sat 5:15 - 9:00pm \$39

**Take both classes for \$60!**



## CYCLING FOR VETERANS

Saturday,  
October 6, 2018

Las Positas College



Hosted by the Veterans First  
Program at Las Positas College

All proceeds benefit veterans or active military organizations

Premier Sponsor:



30, 55 and 115 Mile Routes!

Register & info: [cycling4veterans.com](http://cycling4veterans.com)



## FREE! Community Partnership

### Self Defense for Women

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

**H105 8/18 Sat 10:00am - 12:00pm FREE**

### CPR for Work/Home

The AHA's Heartsaver CPR AED Course is a classroom, Instructor-led course designed to prepare students to provide CPR and use an automated external defibrillator (AED) use in a safe, timely, and effective manner.

Upon successful completion of the course, including a CPR and AED skills test, students receive a Heartsaver CPR AED course completion card, valid for two years

The American Heart Association strongly promotes knowledge and proficiency in BLS, ACLS, and PALS and has developed instruction materials for this purpose. Use of these materials in an education course does not represent course sponsorship by the American Heart Association. Any fees charged for such a course, except for a portion of fees needed for AHA course material, do not represent income to the Association.

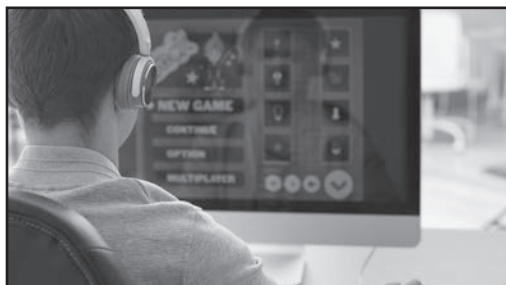
<b>H725</b>	<b>10/20</b>	<b>Sat 9:00am - 2:00pm</b>	<b>\$60</b>
<b>or</b>			
<b>H725</b>	<b>12/1</b>	<b>Sat 9:00am - 2:00pm</b>	<b>\$60</b>

## Kids & Teens

### Video Game Coding and Design

Students will work on a PC with a friend or in-class partner to learn the basics of video game design. Working with Clickteam Fusion 2.5, they'll learn the conditional coding necessary to make a video game creation work! Create characters, game environments and a whole lot of fun!! Ages 9 to 12. *Freshi's educational unit focuses on mentor-led, kid-directed programs (8-14 weeks) designed for elementary, middle and high school students. Freshi places cameras and computers right into the hands of young filmmakers and gamers, allowing them to imagine, plan, shoot, edit and then watch or play their own films and games. Through the very nature of digital media creation, students are forced to develop planning skills, teamwork, and patience. It is a skills-building program that extends into all areas of the students' lives.*

**YC234 8/6 - 8/10 M-F 9:00am - 12:00pm \$169**



### Video Game Design: Platform Games

Students will work with a partner and will create unique levels, characters and an original plot line. Give your characters gravity and create interesting and original ad guys to challenge you through your game. Working with design, animation and programming tools, students will create a fun and engaging platform adventure! Ages 9 to 12. *Fresh!*

**YC234 8/6 - 8/10 M-F 1:00 - 4:00pm \$169**

**FREE!**

### Cyber Patriot Training Events

Las Positas College will host the monthly Cyber Patriots Training Events prior to the CyberPatriot Competition. Local high school students (9th through 12th grade only), LPC community college students, interested coaches, parents, and mentors are welcome to attend these FREE events, but must register to attend as space is limited. Events occur on Saturdays in the Fall 2018 from 9:00 am to 12:00 noon. There is no food service, so please plan accordingly. After you have completed your registration, please email: [commed@laspositascollege.edu](mailto:commed@laspositascollege.edu) with your full name and your status as either a high school student, an college student, a parent, a coach or a mentor. *Debbie Fields is the Cyber Patriot coach and Liaison for Las Positas College.*

<b>CyP100</b>	<b>9/15</b>	<b>Sat 9:00am - 12:00pm</b>	<b>\$0</b>
<b>CyP100</b>	<b>10/13</b>	<b>Sat 9:00am - 12:00pm</b>	<b>\$0</b>

**Please visit the Cyber Patriots page at  
Las Positas College for more free Fall 2018 Events!**

<http://www.laspositascollege.edu/cybersecurity/events.php>



## Teach with Community Education!



We are always looking for instructors who are interested in sharing with the Community. We're looking for everything, but especially these topics:

- Quickbooks
- Japanese/Chinese Languages
- Writing
- Technology
- Creative Arts of all kinds
- Day Trip travel guides
- Photography

**Contact us at: [commed@laspositascollege.edu](mailto:commed@laspositascollege.edu)**

## Real Coding for Real Kids: Java Programming Basics

This course provides complete coverage of the core Java programming language with object-oriented programming principles and giving students, the strong language foundation required for any Java-based development environment. This course covers core coding skills in Java like variables, loops, conditions, class, void method, GUI programming widgets like buttons ,labels etc. This course is current to Java 8. Note: Laptops will be provided. Grades 5th to 8th. *Progressive Kids is a team of programmers and leaders with extensive experience in computer programming as well as teaching. We are dedicated to empowering kids by teaching them the world's most powerful language, computer programming, in the easiest way possible!*

**PPP101 9/22 - 11/10 Sat 4:30 - 6:00pm \$260**  
Material Fee (in class) \$35

## Real Coding for Real Kids: Python Part 1

Kids will learn installations, variables, conditions, functions, string, Tkinter widgets like frame, button, level and canvas and Game. They will work on many mini-projects and develop one fun game. (Note: \$35 technology fee). Note: Laptops will be provided. Grades 5th 8 8th) *Progressive Kids*

**PPP101 9/22 - 11/10 Sat 1:00 - 2:30pm \$260**  
Material Fee (in class) \$25

## Kids and TeensReal Web Designing for Real Kids: HTML, CSS

Web Design: HTML CSS is mainly focused on web designing, HTML tags, forms, tables, navigation, styling and creating layout. Kids will learn how to develop mobile friendly responsive webpage with embed pictures and videos and how to upload it online. (Note: \$35 technology fee. Cash or check payable to "Progressive Kids.") Grades 6th - 8th. *Progressive Kids*

**PPP101 9/22 - 11/10 Sat 2:45 - 4:15pm \$260**  
Material Fee (in class) \$25

## Level 1 Fencing Beginning/Intermediate

This Fall, we are pleased to be able to offer 6 absolute beginners an opportunity to join our fencing program with Coach Sophie Rheinheimer. Under coaches' supervision, fencers will work to perfect skills in the beginning class, and intermediate fencers will work on more advanced skills that should prepare them for the Level II class. Beginning students can rent their equipment for \$20 for the whole session. Intermediate students who have attended on Wednesday before, please call the office to enroll, and have your won equipment. Sophie Rheinheimer is the founder and senior coach of the Las Positas Fencing Center. *Sophie has fenced competitively at both the national and international levels. She won a bronze medal at the 1998 Nike World Master Games and was a member of the USA team competing at the 1999 and 2000 Veteran's World Fencing Championships in Siofok and Godollo, Hungary. Sophie is also a founding faculty member at LPC, where she began teaching PE in 1975. She began teaching fencing classes at LPC in the early 1980s, and founded the Fencing Center in 2002.*

**H102CC 8/22 - 10/10 Wed 4:00 - 6:00pm \$159**  
Material Fee (in class) \$20

CONTINUED

**H102CC 10/17 - 12/12 Wed 4:00 - 6:00pm \$159**  
Material Fee (in class) \$20

## Girls Assertiveness & Mean Girl Prep

This is Kurukula's signature class offering! In this dynamically fun class, girls develop self-confidence and inner strength to speak up to mean girls and bullies, and learn to avoid unhealthy relationships. Offered by Kurukula™, an award-winning empowerment organization that has been training women through fun activities and effective role-playing since 2004. Sign up with a friend! Learn more at [www.kurukula.org](http://www.kurukula.org). \$45 materials fee for a Kurukula™ t-shirt, Jerky Johnny® safety game, and other surprise items! For ages 10 to 14. *Ms. Connolly has made empowering women her life's passion. She has been leading Kurukula empowerment self-defense classes for girls and women in the Bay area since 2003 (www.kurukula.org); and she also runs two non-aggressive martial arts programs in CA called Albany Karate (www.albanykarateforkids.com). She is a Certified Black-Belt Instructor of Tae Kwon Do, a respected member of the community, and recognized as a distinguished positive, inspirational instructor. Recently, she created Jerky Johnny®- an innovative safety game to help girls build healthy relationships for mean girls and to avoid dating violence. The Jerky Johnny game is a proven educational tool used by counselors and parents nationwide.*

**MG957 8/14 - 8/28 Tue 6:00 - 8:00pm \$79**  
Material Fee (in class) \$45

OR

**MG957 9/21 - 10/5 Fri 6:30 - 8:30pm \$79**  
Material Fee (in class) \$45

## Academic Prep

### Natural A's

Any student can significantly enhance grades, self-confidence, and chances for scholarships and college admissions by performing academic skills in alignment with the brain's natural patterns. This makes note taking, reading, studying, memorizing and test taking amazingly efficient. Students will also discover simple methods for understanding math and other subjects, optimizing focus and concentration, and preventing test anxiety. Students describe this class as "awesome, necessary, and easy to understand." Parents are encouraged to register and participate with their children. Ages 10 to 17. *Adney*

**ACAD251 8/19 Sun 9:00am - 12:00pm \$49**  
Material Fee (in class) \$30

OR

**ACAD251 9/16 Sun 1:00 - 5:00pm \$49**  
Materials fee (in class) \$30

### What Were You Born to Do?

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

**B208 8/19 Sun 1:00 - 5:00pm \$49**  
Material Fee (in class) \$30

OR

**B208 9/16 Sun 9:00am - 12:00pm \$49**  
Materials feel (in class) \$30



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

At the *Early Childhood Development Center*, we recognize that the family is the child's first teacher, we believe in partnership with the child and their family is essential and healthy.

Integral to our philosophy is recognizing that children are competent learners who develop socially, emotionally, physically, creatively, and cognitively in an authentic learning environment.



**Show and Tell**



**Story Time**



**Play Time**



**Outside Learning**

**Open to the public. You don't need to be a student or employee of Las Positas College to enroll your child in our program!**

**ENROLL YOUR CHILD TODAY!**

**Toddler and Preschool Programs are available!**

**925-424-1575**

or email: [amlopez@laspositascollege.edu](mailto:amlopez@laspositascollege.edu) for more information

ONLINE Certificate

BACK BY  
POPULAR DEMAND

## Certificate in Data Analysis

Data Analysis is quickly becoming one of the most sought-after skills in the workplace. Companies have vast amounts of data, but it is rare to have someone with the ability to analyze that data to see trends and make predictions. Add a whole new skill set to your portfolio, and make a big difference in the success of your organization by acquiring data analysis skills. Begin with getting a basic understanding of how to analyze data in a business setting. Then learn how many of your business decisions involve comparing groups for differences. You will know the statistics behind these group differences and relationships. Finally you will find out how to perform inquiries that will be useful to your business or organization, and have the skill necessary to communicate these results through graphs and text that your fellow employees will understand. Whether your business is home-based or a large company, this certificate will take you to the next level where important decision-making is concerned. 3 one-month courses. *Jeff Kritzer has many years of experience as a Special Education Resource Teacher and has assessed thousands of students during his long career. He has studied applied statistics at the graduate level and has attended the Summer Program in Quantitative Research at the University of Michigan. He has a Ph.D. in Education and is currently a Professor in Teacher Education at a leading Midwestern University.*

DA485 9/4 - 11/30 Online 24/7 \$495

ONLINE

## Collaborative Management

Whether you manage or lead people, collaborative skills are essential to help harness the energy of groups and teams for maximum performance and productivity. Knowledge of collaborative skills will enable you to gain participation quickly, get input and buy-in for building consensus and plan for cooperation to get crucial projects completed. This course will help you explore the principles of collaborative management and gain insight on how to expand your collaborative skills for success of your team or organization. *Joyce Odidison is a Conflict Analyst, Author, Mediator, Workplace Wellness Expert and Coach, who has a passion for helping people work and live well. For the past two decades she has helped to reduce workplace stress and tension, and to build safe, respectful workplaces to protect employees from bullying, harassment, discrimination and the negative impacts of interpersonal conflicts. She is creator of the innovative, holistic Wellness Improvement System, Wellness Assessment and the Workplace Wellness Improvement Program.*

COL485 10/1 - 10/26 Online 24/7 \$245



## Stop Recruiting/Start Attracting

Class helps you build a more successful volunteer program or begin one. Simply stated, that's it. But the task is not simple. It requires a large dose of common sense, combined with a solid understanding of people, a dab of contemporary management and leadership theory, plus a large amount of praise and recognition. If your volunteer program is not fun and rewarding to a number of volunteers, you might as well stop recruiting. Attraction has to come first. The question we will answer in this class: How do we entice guests to visit us and be converted into committed and dedicated volunteers? Come work it all out! *Wittich*

VL632 8/25 Sat 3:45 - 5:00pm \$39  
Material Fee (in class) \$20

## Fund Raising 101

Class is appropriate for both the organizations who need to use volunteer fundraising, individuals who are starting up businesses that might rely on fundraising and also the volunteers who want to understand the process better, and not be afraid to ask for gifts in support of a cause that they love. Many small and mid-sized charities rely on volunteers to do their fundraising for them. Whether through participatory fundraising, like walk-a-thons and candy bar sales, or through major donor groups or small volunteer-hosted events, many non-profits generate a significant portion of their revenue thanks to the efforts of a dedicated group of volunteers. Using volunteer fundraising is vastly different than using paid staff or consultants. Volunteers have tons of enthusiasm, and may have a wide network from which to draw, but they may not have as much understanding of fundraising techniques as a paid staff, and you may generally have less control over volunteers than employees. It is difficult at times to help volunteers lose their fear of asking for gifts. Come learn how to make this process smooth for everyone! *For the past 12 years, Bill and his wife Ann have traveled an average of 250 days of the year. Their speaking schedule has taken them to all corners of the US, and through much of Europe. Dr. Wittich has authored 10 books in the volunteer management field. His first book, The Care and Feeding of Volunteers, is now in its second printing and continues to sell around the world.*

FR564 8/25 Sat 12:30 - 3:30pm \$39  
Material Fee (in class) \$20

20TH ANNIVERSARY

## Create a Website for Personal or Business Use for FREE!

This class is for the complete beginner. You can create your own website in minutes for FREE including text, graphics, YouTube Video links, a shopping cart and the ability to customize it in any way that you want. You'll learn how to: get your domain name; choose a web host and sign up for an account; design your web page; collect credit card information; be listed with major search engines; and get your site noticed! (No Web site development experience necessary.) *"Fishin' With A Net" (978-1-891440-55-7) Rounds of Rounds, Miller and Associates has been called One of the country's most knowledgeable individuals on the topic of effectively creating Web sites for businesses." Mike takes complex technological topics and makes them understandable to the non-tech savvy.*

B236 10/11 Thu 6:30 - 9:30pm \$20  
Material Fee (in class) \$30





## Law for Non-Lawyers

You can improve your value to your organization and serve your organization better by recognizing some of the legal issues that work organizations face on a regular basis. For non-lawyers in a variety of work environments, you will find out what you should know, and when to consult a lawyer. After completing this course, you will better understand legal issues in the workplace, know when your organization needs to consult a lawyer, and have the knowledge to better serve your organization and work with lawyers. *Melissa Meyer has been an assistant public defender, litigation attorney, and appellate court attorney. She has her Juris Doctor, magna cum laude, from The State University of New York at Buffalo. Meyer has taught law for several colleges, and is also a community volunteer.*

**LW485 9/4 - 9/28 Online 24/7 \$195**

**ON LINE**

## Legal Office Administration

This course seeks to enable students to acquire the necessary knowledge and skills needed toward the goal of becoming an exceptional legal practitioner in an administrative capacity. It is a bridge course designed to provide students with the tools to develop a thorough understanding of legal office procedures including database management, the preparation of legal documentation including research, legal accounting methods, legal analysis, communications and ethics. At the conclusion of the course, you will be able to improve communication methods, improve the productivity within the legal office by obtaining effective tools that promote a smoother operation. You will also get a better understanding of the importance of competency, confidentiality and the administration of ethics in a legal office environment. Instructions will be given through a blend of lectures, discussions, presentations, class exercises and quizzes. Students shall be expected to complete each assignment in order to receive the legal office administration certificate. *Hamilton*

**LA485 8/6 - 8/31 Online 24/7 \$245**

OR

**LA485 11/5 - 11/30 Online 24/7 \$245**

## Testimonial with a Twist!

### Teacher Praises our Students:

"I'm so impressed with our online certification students. It's one of those things that, well, shouldn't be possible to do. And yet here are our students—4 weeks and they are happily applying advanced statistics to real-world issues in their personal and professional lives. I just marvel at it."

—Dr. Mary Dereshiwsy  
teaches intermediate Data Analysis.

**ON LINE Certificate**

## Certificate in Accounting and Finance for Non-Financial Managers

Every successful person in the workplace utilizes financial information to aid effective decision making. The Certificate in Accounting and Finance for Non-Financial Managers explains the financial concepts and accounting processes used in most businesses and will provide practical techniques that will increase your effectiveness and career. First, get a foundation to understand the seven steps in the accounting cycle and use financial information in decision making. Come away with the knowledge to analyze resource allocation and evaluate financial performance. Then find out what you need to know about cash. Cash is the non-financial manager who really makes a difference in the day-to-day cash activities. Discover how to maximize cash flow, learn the importance of cash and find out your role in cash flow success. Finally, acquire advanced knowledge on the financial information that drives your organization. See how business reports are assessed and analyzed. An understanding of this information will help you make smart decisions when it comes to budgeting, setting goals, and assessing performance within your own area of influence. 3 one-month courses. *Multiple instructors.*

**AC485 9/4 - 11/30 Online 24/7 \$495**

**ON LINE Certificate**

## Certificate in Customer Service

Customer service is now essential for business and all work organizations. With the increase of technology, human interaction with customers becomes all the more important. Whether it relates to retaining customers, serving your audience, or turning inquiries from potential customers into sales, good customer service is now one of the central factors in organizational success. Learn to improve your customer service skills to enhance your career skill set, improve productivity, and increase your organization's success. You will also take away some extraordinary customer service techniques you won't find anywhere else. 2 one-month courses. *Fred Bayley has extensive service working on non-profit boards from creation to re-organization. He was the founding chair of a group that helps business through technology. He has helped rejuvenate a number of non-profits through consulting and being on the board. All of his work with non-profits was to help find ways not only for them to become more self-sustaining but to also fulfill their mission and complete their vision. Fred is a past president of the local chamber of commerce, Habitat work crew member, volunteer middle school wrestling coach and one-fourth of a handbell quartet.*

**CS485 9/4 - 10/26 Online 24/7 \$245**



**ONLINE Certificate****Certificate in Leadership Development**

Especially geared for future leaders in the Gen Y generation (born 1980-1999), the certificate provides how-to practical information on advancing your leadership potential and making a difference in both the workplace and in society. Find out what it takes to become an effective leader. Discover your style of leadership. Discuss task completion, building relationships with your subordinates, becoming socially perceptive to changes in the workplace, utilizing your emotions in a positive and effective manner, and addressing challenging goals. Then learn the unspoken secrets that leaders know and the strategies they employ/exhibit for influencing others. Leadership skills are acquired and learned. You can become a leader if you know the do's and don'ts; what to say, what not to say; what to do, what not to do. At the end of completing the three course certificate, you will come away with a new understanding, new toolbox of leadership skills, and the information to move your leadership development into high gear. 3 one-month courses. *Draves*

**LD485 9/4 - 11/30 Online 24/7 \$395**

**ONLINE Certificate****Certificate in Project Management**

In today's business environment, there is a need for good project management. Project management provides visibility of project health to the business and the customer. Through continuous monitoring, early detection of variations to plan, schedule, and budget can be communicated to stakeholders for quick resolution, including project cancellation. Project management is one of the fastest paths to promotion by increasing your network through greater exposure. First, gain the skills, tools and templates to confidently develop and maintain a project. An overview of salaries, certification costs, education and experience requirements are provided. Then acquire a well-rounded knowledge of the five Project Management Processes relating to the Project Management Body of Knowledge Guide. This basic information will assist you in learning the beginnings of Project Management, whether you are interested in project management, in a project management field, or in any line of work. Finally, learn the 10 Project management Knowledge Areas and their support role and relationships to the five Project Management Processes. 3 one-month courses. *Ronald DeCamp has a Masters in Logistics Management and is a certified Project Management Professional (PMP) with over 30 years' experience managing projects within medium and large companies, domestically and internationally. He has managed projects in Vietnam, Indonesia, Brunei and the USA in the areas of construction, refinery operations, inventory management, aerospace manufacturing, and software development, implementation and testing. He now manages his own consultant services company.*

**PM485 9/4 - 11/30 Online 24/7 \$495**

**More Classes for Teachers**

See page 30

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

**ONLINE Certificate****Certificate in Online Teaching**

This Certificate is for those new to teaching online or those already teaching online. Get the best instruction from the foremost authorities in online learning. Thousands of people have taken this fundamental yet advanced training in teaching online. From building an online course to improving an online course, from fostering online discussion to encouraging student interaction, from traditional assessment to online tests, the program will give you both the fundamentals of teaching online, as well as the most advanced tips and techniques in the business. Your instructors are authors, speakers and consultants in online learning and teaching. 3 one-month courses. Take the courses in any order you choose. *William A. Draves is author of "Advanced Teaching Online" and "Learning On the Net." He has been teaching online for over a decade. More than 6,000 faculty in higher education and K-12 have taken his online course on teaching online. He has presented and consulted on the topic of online learning and teaching for schools and colleges all over the United States, Canada, and internationally. He is a lead instructor for the Certified Online Instructor (COI), the leading designation for faculty teaching online.*

**OT485 9/4 - 11/30 Online 24/7 \$495**

**ONLINE Certificate****Certificate in Teaching Adults**

This is your invitation to teach others in-person and join in one of the more important functions in life - passing on knowledge and skills to others. It is both an opportunity and a responsibility. Whether you want to teach others or currently teach others, in any setting, either formally or informally, this course is for you. We will give you both the fundamental and advanced information to improve your teaching. Your lead instructor is author of *How to Teach Adults*, the best-selling book on the subject. The ebook version is included in the course. 2 one-month courses. *Draves*

**TA485 9/4 - 10/26 Online 24/7 \$295**

**ONLINE Certificate****Certified Online Instructor**

This Certificate is for those new to teaching online or those already teaching online. Get the best instruction from the foremost authorities in online learning. Thousands of people have taken this fundamental yet advanced training in teaching online. From building an online course to improving an online course, from fostering online discussion to encouraging student interaction, from traditional assessment to online tests, the program will give you both the fundamentals of teaching online, as well as the most advanced tips and techniques in the business. Your instructors are authors, speakers and consultants in online learning and teaching. Take the courses in any order you choose. The Certified Online Instructor (COI) program requires the registrant to take a 50 question exam. The registrant will have their students evaluate one of their online courses, and the Chair of the LERN Faculty Advisory Board will critique one of the registrant's online courses. 3 one-month classes. *Rita-Marie Conrad is an online faculty member for Fielding Graduate Institute and Walden University as well as Senior Consultant for the Learning Resources Network (LERN). She began her online career and spent over a decade at Florida State University where she developed and led two online programs: the Instructional Systems major in Performance Improvement and Human Resource Development, and the Instructional Systems major in Open and Distance Learning.*

**OI485 9/4 - 11/30 Online 24/7 \$795**





**ONLINE Certificate****Mobile Marketing Certificate**

The way consumers are interacting with brands and connecting to the world is changing because of mobiles. Find out about location-based marketing, mobile payments, QR codes, applications, and mobile coupons. You will learn how mobile marketing can increase your capabilities to retain current customers and gain new ones. Then get step-by-step instructions on how non-technical users can build, deploy and market smartphone applications across Android, iPhone and Blackberry platforms. Finally, get the knowledge needed to implement a mobile marketing plan for your organization. Find out about proximity marketing, mobile marketing metrics, and developing a mobile marketing campaign. 3 one-month courses. *Simon Salt is CEO of Marketing Communications Agency Inc. Slingers. He is the Author of Social Location Marketing. A Blogger, Writer & Digital Strategist. He has been published online by Mashable, Read Write Web & others. He speaks internationally on the topic of Digital, Mobile and Social Marketing. He works with organizations as diverse as Fortune 500's to Startups and Global PR agencies as both a strategic consultant and as an online brand advocate.*

**MM485 9/4 - 11/30 Online 24/7 \$595**

**ONLINE Certificate****Digital Marketing Certificate**

Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your website traffic, doing search engine optimization, and how to successfully employ online advertising. Relevant for any type of organization, including businesses, companies, non-profits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest most advanced information and answer your toughest questions. 3 one month courses. *Suzanne Kart is Director of Marketing for the Learning Resources Network, a national association in lifelong learning. Her previous work includes being Marketing Manager at Delta College in Saginaw, Michigan, Director of Marketing at United Way of Saginaw County, and Anchor/Reporter at KWLO/KFMW. She received her master's degree in education from Michigan State University.*

**DM485 9/4 - 11/30 Online 24/7 \$495**

**ONLINE Certificate****Managing Social Media Platforms Certificate**

Different social networks have distinct characteristics, different features, and are used to develop a two-way communication and marketing strategy for your organization. Get a skill set for working and managing different social media platforms. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. You will get a firm foundation in Twitter, LinkedIn, and Facebook platforms. Come away with both an understanding of these social networks and practical, how-to techniques to integrate social networks into your organization or business. Your instructors are outstanding practitioners who also speak, write, and train others on social networks. Requirements: internet connection, IE8 or higher, Chrome, FireFox and access to Adobe Flash Player. 3 one-month courses. *Jennifer Selke is a nationally known expert, speaker and consultant in the area of social media. She is a faculty member in the University of California Berkeley Graduate School of Education and is affiliated with the Berkeley Center for New Media. She received her Ph.D. in Educational Psychology from U.C. Berkeley. Jennifer is a licensed educational psychologist in private practice. Her technology interests have taken her into the blogging and social media world where she runs a popular blog. She speaks at national conferences on the subject of social networks, writes articles on the subject, and conducts webinars for professionals on the topic.*

**SP485 9/4 - 11/30 Online 24/7 \$495**

**ONLINE Certificate****Social Media for Business Certificate**

Get in on this exciting and growing way to communicate, market and serve your customers and clients. For businesses, nonprofits, government, and other organizations. From Facebook to Twitter, blogging, YouTube, LinkedIn, and more, discover the new principles of communication that apply across all networks and how these specific social networks work and the possible uses for your organization. Learn how social networks are used to develop a two-way communication and marketing strategy for your organization. Then find out what you can be doing, what you should be doing, and take back a plan to integrate social networks into your communication and marketing. Whether you are new to social networks or already involved, you will come away with both an understanding of social networks and practical, how-to techniques to integrate social networks into your organization or business. Your instructors are outstanding practitioners who also speak, write, and train others on social networks. 3 one-month courses. *Selke*

**SMB485 9/4 - 11/30 Online 24/7 \$495**

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**QuickBooks for Contractors 2014**

**Performing Payroll in**

**QuickBooks 2014**

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**Prices start as low as \$99**

**ONLINE Certificate****Entrepreneurship Certificate**

Boost your chances of success for your new or small business and reduce your risks. Get the latest on planning your business, brainstorming business ideas and a checklist for going into business. Then learn how to create a business plan, including assessing business feasibility and prepare the management and financial plans. Then take home a step-by-step approach to attract and keep customers, with an emphasis on customer-driven marketing decisions and building a strong brand. At the end of this certificate, you will be able to identify the abilities required of successful entrepreneurs and how to acquire them, develop goals to help establish your business, develop an outline for your plan, and take home techniques to successfully manage and market your new business. 3 one-month courses. *Brian Law, COI is an award winning speaker, author, motivational coach and entrepreneur. He is the CEO of Knowledge Learning Solutions LLC, a management consulting firm. He has presented nationally on such topics as entrepreneurship, technology, career advancement, diversity and finances. His Entrepreneur Boot Camp is an expansion of his successful face-to-face class. Conrad is MOODLE Teacher Certified (MTC), A+ certified, and a Certified Online Instructor (COI).*

**EP485 9/4 - 11/30 Online 24/7 \$495**

**How to Make Money as a Meeting Planner**

Are details and logistics your cup of tea? Become involved in the exciting world of meeting planning. Start your own meeting planning business at home or improve your salary with new skills. Learn to plan conventions, workshops, fundraising events, and corporate/association events. Meeting planners work for small businesses, corporations, associations, travel agencies, hotels, and as independent contractors. Course will walk you through the essential steps of planning a successful large-scale meeting (and the tips and tricks apply to small scale meetings too!) *Wittich*

**MP523 8/25 Sat 9:00am - 12:00pm \$39**  
Material Fee (in class) \$20

**ONLINE Certificate****Video Marketing Certificate**

Video marketing is the latest hot new marketing trend. Shoppers who viewed product videos were 144% more likely to add the product to their cart. Video with good SEO has a 53% higher chance of showing up on page one of Google searches. When done correctly, video can tell a story, and stories connect people. Video also leads to an emotion 'trigger' that plain text cannot do. 2 one-month courses. *Lee is an entrepreneur, author, and Google Geek. Rob's secret for success: simple online video. He has fans worldwide with over 750,000 video views and more than 7,000 YouTube subscribers. He is a YouTube video makin' entrepreneur happiest helping people live their dreams. Rob is a YouTube partner, creating entertaining, and informative videos. For the past several years he's been teaching his YouTube secrets to anyone looking to build brand identity or to use video to get their messages to the masses.*

**VM485 9/4 - 10/26 Online 24/7 \$395**

**NEW! ONLINE****Product Prototyping on a Budget**

Creating a prototype of a product used to be a very expensive proposition. Now, however, with the availability of consumer-level 3D printers and relatively easy-to-program custom electronics controlled by processors like the Arduino, it is possible to prototype many types of products yourself. This certificate consists of two classes; either one can be taken first. 3D printing can be used to create product mockups quickly, and is particularly useful for things like seeing how something feels to a user, seeing how a piece will fit with other existing pieces, and the like. It is still very difficult to scan an existing object and create a copy, and the class will talk about where the technologies stand for the areas that are not easy (yet). "Maker" electronics include microprocessors like the Arduino, which have a free and open source ecosystem of software and compatible sensors that will allow you to create interactive prototypes that can detect motion, sound, light, and so on, or control moving parts. There are even sewable versions of these processors that can be integrated into garments or other fabric products. Taken together, these two classes will give you the skills to get started with these two aspects of low-cost prototyping, and give you an idea of what is possible and where to learn even more skills going forward. *Horvath*

**PP485 9/4 - 10/26 Online 24/7 \$395**

**ONLINE Certificate****Leading and Managing Virtual Teams Certificate**

Almost every business in North America uses virtual teams. As the move to virtually teaming accelerates, gain the knowledge and skills to develop high performance virtual teams and contribute to their success. The Certificate is designed to benefit anyone who is a leader or member of a team that leverages virtual meeting and collaboration tools. If you are the formal leader of a virtual team, an informal leader or want to become one, you will learn how to lead a virtual team, leverage virtual meeting tools and help lead that team to a higher level of performance. At the end of this three-course certificate, you will come away with an in-depth knowledge of what you can do to make a difference on the teams that you are part of. Take away actionable skills, tips and processes that you can apply with your virtual team. 3 one-month courses. *Multiple instructors*

**VT485 9/4 - 11/30 Online 24/7 \$495**

**ONLINE Certificate****Management Certificate**

Enhance your management skills through this program for supervisors, managers, and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness. Then learn how to improve your management of time and productivity. Time is even more valuable in this century than in the last. Get tips and techniques you won't get anywhere else for managing time and increasing productivity. Finally, get the keys to manage different generations in your workplace. Discover what motivates each generation at work, what incentives they respond to, and what messages they value. 3 one-month courses. *Sally Klauss, MBA, CPCC, has an extensive background in management, employee training and development, total quality management and business management. She is also a leadership coach specializing in management development. She has taught this program face-to-face for Riverside Community College.*

**MC485 9/4 - 11/30 Online 24/7 \$595**



**ONLINE Certificate****Managing Social Change Certificate**

Discover proven strategies for moving your efforts, and those of others, from advocacy to managing and achieving social change within the workplace and/or community. First, learn to strategically apply various disciplines to cause organizational change as well as develop the personal skills and attitudes organizations need for implementing change. Then find out how to address change in the workplace, including addressing the resistance to change. Finally, leaders from elected officials to the CEO of Apple are encouraging people in the workplace to participate in community and social change. Learn different change strategies to improve your community and society for all. 3 one-month courses. *Multiple instructors*

**SC485 9/4 - 11/30 Online 24/7 \$495**

**ONLINE Certificate****Supervisory & Leadership Certificate**

Your employees are your most valuable resources. Ensuring the efficiency of your team is the key to your success and is your most important responsibility. Get practical, easy to understand, and insightful methods for new and even experienced supervisors and managers. Learn about effective delegation, performance management, and writing performance reviews. Discuss the specifics of the supervisor's role and responsibilities, and strategies for improving your overall effectiveness as a leader. Take home practical information along with tips and techniques that can be applied at your job immediately. 2 one-month courses. *Klauss*

**SL485 9/4 - 10/26 Online 24/7 \$395**

**ONLINE****Executive Leadership in the 21st Century**

Our economy is moving swiftly out of the industrial age into the new economy of the Internet, knowledge and innovation. Executive leaders require a new perspective on the external environment, and new tools to lead one's internal organizational structure and way of doing business. Discover information not available anywhere else about how the marketplace and business is changing. Then find out what executive leaders need to know about the new economy to position your organization for success moving forward. The nationally acclaimed book, *Nine Shift: Work, life and education in the 21st Century*, by William A. Draves and Julie Coates, is included in your course fee. *Draves*

**LC485 10/1 - 10/26 Online 24/7 \$395**

**Make photography your business**

See page 24

**Adaptive Horticulture Fall 2018**

Horticulture 203: Landscape and Garden Maintenance. Course will include short discussion periods, with plenty of hands-on practice on the campus of Las Positas College. This is an 8 week class, 2 hours each Tuesday and Thursday. Course Content: safety procedures, maintenance of conventional turf lawns, basic pruning, simple irrigation repair, organic weed control strategy. Course Advisory: Prior approval of instructor or completion of other Adaptive Horticulture classes in the series is required for enrollment. Students will learn basic horticulture skills in a garden, nursery and landscape setting. Safety will be incorporated throughout the course. Course Materials: The New Sunset Western Garden Book, ninth edition (2012). New or used copies. This book will be used for all adaptive horticulture classes in the series. *Tom Fuller is a Horticulture instructor at Las Positas College.*

**ADP717 9/4 - 10/25 Tue, Thu 4:00 - 6:00pm**

**Auto Dealer Pre-Licensing Course**

Take your first steps to becoming a California licensed auto dealer. Take this class if you answer yes to any of these questions: Do you like cars? Do you want to make money and be your own boss? Jumpstart your own business as a used car dealer within 90 days. Learn unique strategies to succeed and make money. DMV approved provider. Receive an official DMV Certificate of Completion upon completion of the class. Taught by a highly trained professional currently in the automotive sales industry. Limited seats. Enroll today, classes fill up quickly. *Hector Topete, BS Finance, MBA has over six years of professional industry experience as a licensed automotive dealer. He teaches the DMV Dealer Education pre-licensing class to help business-minded individuals become independent entrepreneurs.*

**AD632 9/15 Sat 10:00am - 4:00pm \$69**  
**Material Fee (in class) \$20**

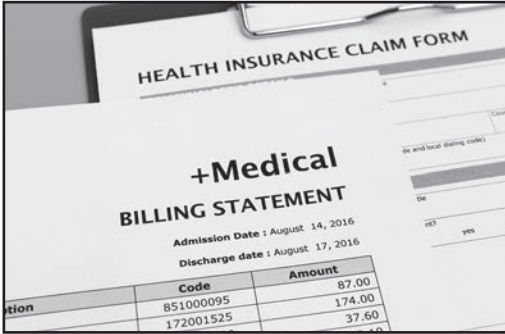
**20TH ANNIVERSARY****Become a Professional Organizer**

Do label makers and shelf dividers make you smile? Do you enjoy watching those organizing TV shows? You can turn your decluttering skills into a moneymaking career! If you have a knack for neatness and are interested in starting your own business, this class will help you launch a career as a professional organizer. Discover insider secrets that could only be acquired through hands-on experience (until now!). Some of the secrets revealed include: Organizing specialties and finding your niche, understanding and using the Clutter-Hoarding Scale, structuring your business for SUCCESS, business licensing and insurance to cover all the bases, how to get experience without prior experience, and preparing to impress your first client. If you want to use your aptitude for organization to change lives and earn a living, this class is for you. You'll be given the tools and knowledge to succeed in the professional organizer industry, but will not be shown methods of organizing or how to organize people. (This seminar is NOT for a person wanting to get organized.) *Nancy Miller, Author of the book Clutterology #0-9629944-0-5, past president of the national Speakers Association, Greater Los Angeles Chapter and member of NAPO (National Association of Professional Organizers).*

**CT588 10/11 Thu 6:30 - 9:30pm \$20**  
**Material Fee (in class) \$30**

# Medical Billing Certification

Orientation for all classes, Saturday 9/15/18 10am-11am



## ONLINE Certificate

### Medical Insurance Billing Certificate

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

Orientation, 9/15 10:00am - 11:00am  
 MIBC101 9/18 - 11/8 Various \$150  
 Material Fee (in class) \$325

## ONLINE Certificate

### Medical Front Office Certificate

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

Orientation, 9/15 10:00 am to 11:00 am  
 M0215 10/17 6:30 - 8:00pm Online 24/7 \$25  
 10/20 10:00am - 2:00pm  
 Material Fee (in class) \$89

## ONLINE Certificate

### Start Your Own Medical Billing Service

Medical billing services are in demand. Learn how to obtain clients, set fees, and market your services. Where can you obtain HIPAA-compliant software? What organizations for billing professionals can you join? Plus many more topics. Once registered, you'll be provided with login instructions and information on how to purchase materials. Basic computer proficiency recommended. Synchronous online class. You must attend an online orientation on 09/15 from 10:00 to 11:00am, and the class date listed at the time specified by logging into your computer and participating online. Patterson

Orientation, 9/15 10:00 am to 11:00 am  
 MBS634 10/20 1:00 - 3:00pm \$25  
 Material Fee (in class) \$29

## Interest Group Forming



### Become a Phlebotomist

Our exciting partnership with AUMT Phlebotomy School, ranked as one of the top 8 phlebotomy schools in the country, begins next Spring 2019.

Phlebotomists are primarily responsible for the collection of blood specimens using standard phlebotomy techniques. Other duties include record checks, record keeping, verification of patient identification, specimen processing, and instructing patients on the collection of other specimens such as urine, stool, and sputum. The phlebotomist must have the skills to perform routine, non-routine, and the most difficult blood draws.

Regional trends in the Bay Area show that occupational demand for phlebotomists will increase by 13.6% by 2022. And the median hourly earnings for a phlebotomist is \$23.55. The program takes less than a year, and will be offered on the weekends at Las Positas College through Community Education. The program is fee-based, no college credit, and prepares you for taking the National exams, as well as helps you secure an externship to complete your Certification and preparation for work.

### CALL TODAY! 925-424-1467

Class cost will be approximately \$2,500, and payments can be made through AUMT. Learn more about AUMT at [AUMT.org](http://AUMT.org), and call us to get on the interest list today.

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



Most home buying decisions are made within seconds of stepping through the front door. Professional home stagers prepare property for

resale by setting the scene throughout the house to create immediate buyer interest, thereby increasing the chances for a more timely and profitable sale.

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

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

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

CT911 9/7 - 9/9 F,S,Su 8:00am - 6:00pm \$2,199

## Notary Public Workshop & Exam

Start a new career or part-time business and earn additional income! Acquire the knowledge and skills to pass the State Notary Public Exam and become a California Notary Public. Materials Fee: \$25 payable to instructor in class for textbook and handouts. State Notary exam is administered at the end of class. Bring two #2 pencils, State approved ID (driver's license or passport, must be current, not expired) 2"x2" color passport photo and a check for \$40 made payable to the "Secretary of State." Test proctors do not accept cash or credit cards. California Notary Academy is a California state approved vendor of notary education. Passport photos and live scans are also offered on the day of class for an additional fee. *California Notary Academy*

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

OR

B102 10/20 Sat 8:00am - 6:00pm \$69  
Material Fee (in class) \$25

## California Notary Prep Renewal Class & Exam

Renew your notary commission! Brush up on your notary knowledge and skills to pass the State Notary Public Exam and renew your notary commission California notary in one three hour class. Optional Notary Exam: For new students and renewing notaries. The 50-minute Notary Exam is administered at the end of the workshop. Bring two #2 pencils, official picture ID (driver's license or passport), a 2"x2" color passport photo and a check for \$40 made payable to the "Secretary of State." *California Notary Academy*

B102 8/18 Sat 12:30 - 6:00pm \$49  
Material Fee (in class) \$25

OR

B102 10/20 Sat 12:30 - 6:00pm \$49  
Material Fee (in class) \$25

## California Notary State Exam—Test Only

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

B102 8/18 Sat 4:00 - 6:00pm \$20

OR

B102 10/20 Sat 4:00 - 6:00pm \$20

## VETERINARY ASSISTANT ONLINE COURSES



### Enroll Today!



Courses  
start as low as  
**\$99**

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

Learn More at: [www.ed2go.com/lpccommed](http://www.ed2go.com/lpccommed)



20TH ANNIVERSARY

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

Want to become a Secret Mystery Shopper? Take this course and the one that follows, Explore 250 Home-Based Businesses for comprehensive information on how to start. Learn how to start your business and how to create a mystery shopping profile, sign up with 25 LEGITIMATE mystery shopping companies WITHOUT FEES, and avoid pitfalls and scams. *Krusemark*

**MS134**   **11/13**   **Tue 8:00 - 9:00pm**   **\$20**  
**Material Fee (in class) \$10**

**NEW!** **ON LINE**

## Podcasting

Businesses are turning to podcasting to grow their brand and connect with customers. People with a niche hobby are turning podcasts into a business. Podcasting is experiencing a rebirth as mobile devices are everywhere. The intimate nature of the audio medium allows potential clients to get to know who you are and determine if you are the kind of company with which they want to do business. Learn how to take your business or hobby and turn it into a podcast. This step-by-step class will take you from start to finish and cover the required elements needed to get your show online. Come to class with your idea and end with your show online for all to hear. *Suzanne Kart is Director of Marketing for the Learning Resources Network, a national association in lifelong learning. Her previous work includes being Marketing Manager at Delta College in Saginaw, Michigan, Director of Marketing at United Way of Saginaw County, and Anchor/Reporter at KWLO/KFMW. She received her master's degree in education from Michigan State University.*

**PC485**   **9/4 - 9/28**   **Online 24/7**   **\$245**

**NEW!**

## Voice-Overs...Now is Your Time!

In what could be one of the most enlightening 2 hours you've ever spent, class will show you how YOU could actually begin using your speaking voice for commercials, films, videos, and more! Most people go about it the wrong way. In this class, you will learn about a unique, outside-the-box way to cash in on one of the most lucrative full or part-time careers out there! This is a business that you can handle on your own terms, on your own turf, and in your own time, and with practically no overhead! and NOW is the best time to make this happen as new companies are always looking for new voices like never before. This exciting and fun class could be the game changer you've been looking for. *Lisa Foster, with 18 years of experience in voice-overs and broadcasting, has one of the most versatile voices in the industry. She has written and voiced live and recorded commercials for dozens of businesses and corporations including Crest Toothpaste, Olay, Cafe Appassionato, LA Weight Loss, Advanced Laser Clinics and Sleep Train. Foster has done numerous local and national spots, from website narratives and computer games to commercials and even comedy bits! She is a well known on-air radio personality in the Seattle broadcast market, and with her state-of-the-art home recording studio, she is now being heard all over the world! Lisa loves to talk, especially about voice-overs! Won't you join her? Lisa is a member of SaVoa, the Society of Accredited Voice Over Artists.*

**B241**   **11/3**   **Sat 1:00 - 3:00pm**   **\$49**



**NEW!**

## Drone Pilot 107 Training

Drone University USA has designed our weekend training's to be much more than just giving you the information you need to pass your 107 test, that's just the beginning. **With DUU, you'll learn how to apply the 107 in the real world to become a profitable Drone Pilot.** You will receive extensive hands on flight training throughout the weekend to teach you how to excel over the competition. If you're a beginner or highly skilled Drone Pilot, Our course teaches you how to hone your skills and precision flying maneuvers to become a better and more skilled UAS pilot. Here's what you'll get in a full weekend of training: Two days of classroom, simulator and hands on flight training on the flight line Applicable regulations relating to sUAS rating privileges, limitations, and flight operation Airspace classification, operating requirements, and flight restrictions affecting small UAS operation Aviation weather sources and effects of weather on small UAS performance Small UAS loading and performance Emergency procedures & protocols Crew Resource Management (CRM) Radio communication procedures. Determining the performance of small UAS's Physiological effects of drugs and alcohol Aeronautical Decision-Making (ADM) and judgment. Airport operations Maintenance and preflight inspection procedures of your UAS sUAS flight training (simulator and hands on, using our aircraft) Real life scenario training. Privacy & legal issues you need to know Full access to our Chief Instructor for all questions after graduation Drone University USA Certificate of Compliance & Completion Unlimited classroom training for 1 year after graduation Do you need to make payment options for your course fee? Register directly with Drone University USA for payment options at: [www.droneuniversityusa.com](http://www.droneuniversityusa.com). *Drone University USA Defining Excellence in UAS Remote Pilot training, certification and career success.*

**DT107**   **10/20 - 10/21**   **\$,Su 8:00am - 6:00pm**   **\$1,590**  
**OR**  
**DT107**   **11/17 - 11/18**   **\$,Su 8:00am - 6:00pm**   **\$1,590**

## Explore 250 Legitimate Home Based Businesses

Turn your talents and hobbies into profits. You will learn about mandatory legal documentation, ways to market your product/service, taking tax deductions (this workshop included), and 250 home business ideas. This is probably the most comprehensive business start up workshop around. *LeeAnne Krusemark is an author, business owner, and adjunct professor at more than 200 colleges from Maine to Hawaii, including Purdue, and an online instructor at more than 1,000 facilities worldwide, including Harvard. LeeAnne's inspiration has even been compared to Oprah! (For more information, Google search: LeeAnne Krusemark)*

**B106**   **11/13**   **Tue 6:00 - 8:00pm**   **\$39**  
**Material Fee (in class) \$20**

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

**Register Now! • Telephone 925.424.1467**

## Beginner's Guide to Getting Published

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

AL261 11/16 Fri 7:00 - 9:00pm \$39  
Material Fee (in class) \$20

20TH ANNIVERSARY

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

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

WR411 11/16 Fri 9:00 - 10:00pm \$20  
Material Fee (in class) \$10

## Writing for Online Blogs, Magazines and Websites

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

AL652 11/16 Fri 6:00 - 7:00pm \$29  
Material Fee (in class) \$10



## Basic Editing Skills using Photoshop

See page 24

## Beginning MS Word

Summer class will introduce the basic operations of the Microsoft Word software. Learn how to navigate around the Word window and how to create a document from scratch. Discover easy ways to edit a document. Format your document to give it a polished look. And then print your document. No previous experience using Microsoft Word is required for this class. Prerequisite: Must know how to type and be familiar with the mouse. This is a class for WORD beginners of all ages and abilities. Children under 16 must enroll along with an enrolling parent. *McCallister*

C103 8/11 Sat 9:00am - 12:00pm \$39

## What's the Point? PowerPoint

Class is for students who want to make presentations. Learn how to create slides using different layouts and enhance slides with graphics, color sound and animation. You will learn how to manage and present the slides in a slide show. This class is straight basics, and is designed for all ages and abilities. Children under 16 must enroll along with an enrolling parent. *McCallister*

SC107 8/11 Sat 1:00 - 4:00pm \$39

## Excel Tips and Tricks

Do you have some experience using Microsoft EXCEL and want to be more efficient? This class will expand your skills exploring shortcuts to enter data and modify the worksheet. Class will focus on how to use functions and conditional formatting to analyze data. Learn to create and format charts, add objects and modify worksheets for efficient printing. *Donat*

SC101 10/3 Wed 6:30 - 9:30pm \$39

## Microsoft Excel Basics

This is a basic class for people who have little or no experience using Microsoft EXCEL. Learn the difference between a worksheet and a workbook. Learn to navigate the worksheet, select cells, enter text, values, how to write formulas and format a worksheet. *Donat*

C107 9/19 Wed 6:30 - 9:30pm \$39

## Microsoft Excel Intermediate

Class is for experienced users who want to expand their knowledge of Microsoft Excel features. Explore how to manage data using Data Filter, PivotTables and Import. Learn to Link worksheets with formulas. Learn to create PivotCharts and Combination Charts. *Donat*

C108 10/17 Wed 6:30 - 9:30pm \$39



## Excel Automating Workbooks with Macros and Visual Basic

Class is for experienced users who want to learn how to automate Microsoft Excel workbooks. Learn to record macros and edit with Visual Basic. Learn programming techniques establishing variables, dialog boxes, program loops, and conditional statements. Learn to control data entry with validation and defined cell names. *Teri Donat has over 30 years' experience teaching technology classes through workshops and as a part-time instructor at Las Positas College. Through her business, Ez 4 U Computers, she consults with small businesses helping them improve productivity by automating Microsoft Excel Workbooks and developing applications in Microsoft Office ACCESS. Two words students use to describe her are patient and knowledgeable.*

SC104 11/14 Wed 6:30 - 9:30pm \$39

## Home Buying Simplified: A Step-by-Step Guide for the First Time Homebuyer

Leave this seminar with the confidence and knowledge to shop for a home and the correct mortgage. Class introduces you to the process of purchasing a home, starting with how to develop a budget, and ending with taking possession of the keys! Make a successful transition from considering a home purchase to achieving the goal of home ownership. Learn simple, practical lessons to assure stable homeownership in stable communities for you and your children. Buy within your means and experience how empowering it can be when you understand and control your finances with an end goal in mind. Tuition fee is per household. Housing Opportunity Center. *Randi DeHollander is a 25+ year housing industry veteran. She is a trainer, a mortgage originator and a community volunteer in housing opportunities. Dee French has been a Realtor for 11 years, broker/owner of Diamond Properties in Livermore. Experienced in first-time home buyer issues, she personally handles transactions from start to finish.*

RE297	10/20	Sat 9:00am - 4:30pm	\$60
OR			
RE297	11/17	Sat 9:00am - 4:30pm	\$60
OR			
RE297	12/15	Sat 9:00am - 4:30pm	\$60

# Financial Planning

## Estate Planning (Living Trusts)

A Living Trust is the best way to protect your assets, your family, and provide for yourself in the event of incapacity. Learn about the documents to include in your complete estate planning package, including Living Trusts, Pour over Wills, General Durable Powers of Attorney and Advance Health Care Directives. Find out why probate is to be avoided. Discover how to narrow down important decisions such as choosing your guardians for minor children and health care options. See how living trusts are flexible enough to handle special issues like long term care. Have most, if not all, of your estate planning questions answered in plain English. (Expand your knowledge of being named as Executor on a will by taking Rosmary's follow up class called I am named as Executor or Successor Trustee—now what?) *Rosmary Bartsch, founded Bartsch Law, Tax & Estate Planning Services, in Livermore in 2004. Rosmary has been an estate planning attorney specializing in Trust Administration for over 20 years. Her tax and business background broaden her abilities to maximize tax advantages and asset preservation in the estate planning arena.*

B426	10/13	Sat 10:00am - 12:00pm	\$39
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**Rosmary Bartsch**  
Bartsch Law, Tax & Estate  
Planning Services

Estate planning  
attorney specializing in  
Trust Administration for  
over 20 years.

## I am named as Executor or Successor Trustee—Now What?

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

EXT269	10/27	Sat 10:00am - 12:00pm	\$39
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# Parenting

## Helping Older Children Become Responsible and Independent

Lack of responsibility is a common complaint of parents of older teens and young adults. We expect our children to get a good education, grow up, and move away from home. Many children struggle with this. Problems may begin with a high school student performing below his ability or may show up after graduation where the child seems unmotivated to work hard in college, learn a trade, or get a job. As parents, there is much we can do to help our children learn to be responsible and become independent. This class will teach you what to do in the teen years to help your child successfully navigate the path to becoming an independent and self-sufficient adult. It will also cover how to help a "failure to launch" child make the difficult transition from adolescence to adulthood (being independent and self-sufficient). As a parent you have a critical role in this process (Suitable for parents of children 13 to 25). *Tom Dozier is a behaviorist and parenting coach, and he has a board certification in behavior analysis. See [www.guaranteedpt.com](http://www.guaranteedpt.com) for more information about Tom and the skills he teaches. Tom and his wife Pam have 4 children and 6 grandchildren.*

RF907	10/5	Fri 7:00 - 9:30pm	\$49
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## SAT/ACT Test Preparation ONLINE COURSES



Courses  
start as low as  
**\$99**

Learn More at:  
[www.ed2go.com/lpccommed](http://www.ed2go.com/lpccommed)



## Learn to Knit and Crochet the Fun, Easy Way!

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

**CR521 10/5 - 10/26 Fri 7:00 - 9:00pm \$49**

## Drawing

Want to draw? This class will assist you. Break out of the talent myth - drawing is a learned skill that anyone can master with knowledge, patience and practice. This class is an excellent introduction to the basic skills you need to learn in order to draw. We cover contour drawing, design, sighting and measuring, perspective and shading. Class includes lectures, demonstrations, individual attention to student work! Materials list will be on the website, and/or provided through email. Ages 17 to adult. *Ozell has conducted many drawing and art workshops in the Bay Area. He is currently teaching drawing in Livermore. He studied at the Academy of Art in San Francisco and earned a MA in painting. See more of his work at [ozellhudson.com](http://ozellhudson.com)*

**AL101 9/15 - 10/20 Sat 10:00am - 1:00pm \$139**

## Home

NEW! ONLINE

## Identity Theft

Identity theft continues to grow. Now more than 50 percent of identity theft occurs in the workplace. Learn to addresses both private and workplace concerns. You will receive information about the basic, common sense steps necessary to protect your identity and assets. Then develop comprehensive expertise in how to deter data theft, detect fraud, and minimize the impact of any damage inflicted. Your instructor, George Vroustouris, focuses his work on identity management including individual privacy rights, security, web identity, digital assets, and reputation management. *George is a nationally certified Identity Protection Advisor through the Identity Management Institute Center for Identity Governance. He will utilize curriculum developed and utilized nationally by Undo Identity Theft Inc.*

**TF485 10/1 - 10/26 Online 24/7 \$195**



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

NEW!

## Dog Lover's Guide to Living Enlightenment

Discover harmony and intuition within yourself through learning new and healthier ways of relating to your Dog companion and to yourself. Learn ancient herbal secrets for a healthy, happy life for your Dog and you! Dr. Louann Tung is passionate about sharing these life- and money-saving solutions which resolved her Dog's severe anxieties most of which are not found in a book or on the internet. This workshop is for those of you who want to have the most fulfilling relationship with your present or future Dog companion. *Tung*

**DL569 10/13 Sat 1:00 - 4:00pm \$39**  
Material Fee (in class) \$5



## Is the Sound of Others Chewing a Problem for you? That's Misophonia.

Misophonia or Selective Sound Sensitivity Syndrome is common but mostly unknown. It affects 10-15% of adults, and usually begins in childhood. With misophonia, a person hears a common sound, such as another person eating, and is immediately filled with anger (and sometimes disgust). Misophonia includes similar extreme responses to visual stimuli, such as the sight of a person chewing or a person jiggling their leg. This class will help you understand misophonia and effective management techniques. Current treatment options will also be discussed. *Dozier*

**MIS411 10/26 Fri 7:00 - 9:30pm \$39**

## Build Your Dream House for a Song

Your home should be a sacred place that nobody can ever take away. One way to get such a place is to build it yourself, that way you will have little or no mortgage, and you don't need a contractor's license to build your own home. In this workshop, learn how to: \*Buy land and building materials at huge discounts. \*Design your dream house with a simple \$100 software program. \*Live on your property comfortably and rent free while you build. Whether you design and build yourself, or call in some professional help, David will offer guidance on how to save a shed-load of money! Each student is offered a free, 30 minute phone consultation with David as part of the class fee. *David Cook is the author of Build Your Dreamhouse for a Song. He had very little experience before starting work on his Dream House in Marin County, CA. He built it for a fraction of the going rate. David was born in London and came to California by working his way aboard a Swedish ship. He and his wife remodeled several houses before deciding to build their own house. He is self-taught and built his dream house in a very unconventional way. It's not a funky house either: it sold in 2016 for over \$2,000,000.*

**H105 11/3 Sat 10:00am - 1:00pm \$50**  
Material Fee (in class) \$20

## Landscaping with Natives

Get together with your family this Fall and landscape with natives! A native plant landscape requires 1/10th the water needs of a traditional thirsty landscape while bringing nature back into the city. Learn about how to convert your yard to natives and how to maintain it. Learn about California and Tri-Valley native plants and especially those that attract pollinators. Lists of native plant nurseries within two hours and other resources will be provided. An hour will be spent at Granada Native Gardens in Livermore to see the plants first hand. Enroll your whole family, and spend the summer going native! *Louann Tung (a retired LLNL engineer) managed the construction and coordinates the maintenance of Granada Native Gardens and has put in a native garden in her own yard at prior homes.*

HG226 11/3 Sat 9:00am - 1:00pm \$39

## Languages

### Conversational French Mini-Course

An introduction for beginners to the basic language structures and cultural courtesies needed in everyday situations such as eating, shopping and traveling. With gentle coaching, you will practice speaking and become more confident in your use of French. *Sonia was born in Tunisia, and she has studied French since she was 7 years old. She traveled in France extensively. She is studying languages and teaching her children French at home in Pleasanton.*

AL111 10/5 - 11/16 Fri 6:30 - 8:00pm \$139

### Intermediate French Conversation

This intermediate conversation course is designed for students who have a good foundation with present tense sentence structures and some experience working with past tense. The course develops students' ability to speak and understand French in both conversational and formal contexts, enlarges vocabulary, and continues to enhance familiarity with contemporary French culture. For the first session, please purchase French Crash Course by Frederic Bibard ISBN: 13: 978-1518675911. *Savanna has been teaching French at Las Positas College since 2004. She teaches with love for the history, literature, language and culture of the Francophone world, and an enthusiasm for making learning fun.*

#### Session 1

AL111 9/4 - 10/9 Tue 5:30 - 7:00pm \$139  
Material Fee (in class) \$20

#### Session 2

AL111 10/16 - 12/11 Tue 5:30 - 7:00pm \$139  
Material Fee (in class) \$20



## Experience France with Instructor Savanna McGrew!

See page 22



*Instructor Angelo Bummer in Italy*

### Beginning Conversational Italian

Spend the Fall in Italy (or at least feel like you did!). This class gives participants the opportunity to enrich their travels in Italy, or just nurture their love of Italian. Gain a basic knowledge of the Italian used at markets, shops, restaurants and traveling in general. Each class meeting will also include a discussion on Italian culture. Bummer A third generation Italian-American, Angelo is passionate about Italian language and culture. He travels to Italy annually to see family and friends. When he's not abroad, Angelo spends his time in the US enjoying Italian conversation, cooking and literature. *Angelo began teaching in the LPC English Department in 2015. He has taught at a number of colleges in the Bay Area. Angelo believes anyone who has an interest in Italian can learn it, with practice, and he enjoys teaching students of all ages and abilities.*

AL415 9/14 - 10/19 Fri 7:00 - 9:00pm \$159  
Material Fee (in class) \$5

### Beginning Conversational Spanish

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

#### Part 1

AL110 9/20 - 10/25 Thu 7:30 - 9:00pm \$139

#### Part 2

AL110 11/1 - 12/13 Thu 7:30 - 9:00pm \$139

# 2019 Trips with Community Education

Community Education can arrange any full service trip for you!

What dates would you like to travel? Where would you like to go? Let Community Education connect you with a full service, door to door group travel experience through our Vacation Services program.

## Join LPC instructor Savanna McGrew in France!

Contact [smcgrew@laspositascollege.edu](mailto:smcgrew@laspositascollege.edu) for information on this trip to France.

Paris, France

including:

Provence and the Côte d'Azur

March 21 - March 31, 2019

Info session:

August 30 7:00 - 8:30pm LPC

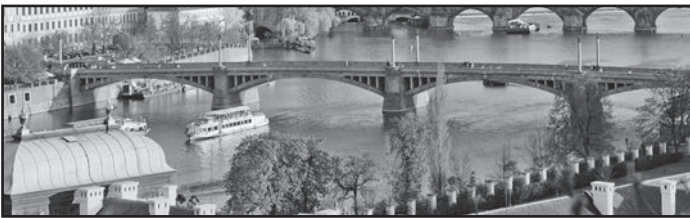


Explore Tuscany

April 25 - May 03, 2019

Islands of New England

August 30 - September 06, 2019



Imperial Cities

featuring

Prague, Vienna & Budapest

October 07 - October 17, 2019

## Travel Seminar and Slideshow

Our destination group travel program is exciting! We are offering a variety of trips in 2019...come see a slide show about our hosted national and international trips, and view a slideshow of our program! Get all your questions about travel with Community Education answered while getting informed about our beautiful destinations and upcoming trips...Register today so we know how many to expect, and because seating is limited!

TRV411

8/18

Sat 10:00am - 12:00pm

\$0

**FREE!**

Get a quote from us, and we can handle all the details!

**925-424-1467**



## Intermediate Conversational Spanish A Part 1

Class continues after Beginning Conversational Spanish series. Students build upon their prior knowledge to develop the foundational vocabulary necessary to carry on basic conversations such as greetings, farewells, addresses, phone numbers, directions, and interaction with other Spanish speakers. Students also learn more about how Spanish culture differs in various Spanish speaking countries throughout the world. Students' conversation and reading abilities will improve with this intermediate series. Bring your book back with you to class, and call the office if you will just be joining at this level to get the book name and ISBN prior to class so you can order it online. *Moyer*

<b>Part 1</b>			
AL110x4	9/19 - 10/24	Wed 7:30 - 9:00pm	\$139
<b>Part 2</b>			
AL110x4	10/31 - 12/12	Wed 7:30 - 9:00pm	\$139

## Intermediate Conversational Spanish B

<b>Part 1</b>			
AL110x4	9/19 - 10/24	Wed 6:00 - 7:30pm	\$139
<b>Part 2</b>			
AL110x4	10/31 - 12/12	Wed 6:00 - 7:30pm	\$139

## Advanced Spanish Conversation

Course is designed for people who have completed at least 2 years of Conversational Spanish. A more complex look at Spanish Grammar is a part of this class. Learn even more about different Spanish cultures throughout the world. Improve your reading and comprehension as well. In this conversation course, students will be given the opportunity to communicate using the Spanish they have been learning through former classes. This practice will enhance their travel work and everyday interactions with Spanish-speaking people. Completion of Intermediate 6 is necessary to take this class. You can also enroll with instructor permission. Some book to continue learning! Aida Moyer has had extensive experience teaching Spanish in Columbia and is currently teaching Spanish at Livermore High School. *Moyer*

<b>Part 1</b>			
SP743	9/20 - 10/25	Thu 6:00 - 7:30pm	\$139
<b>Part 2</b>			
SP743	11/1 - 12/13	Thu 6:00 - 7:30pm	\$139



**Sara Shrapnell**  
Instructor

## Belly Dance Together

See page 26

## Spanish for Medical Professionals

Are you frustrated by the communication gap that can occur between you and your Spanish-speaking patients? If you answered yes, this Spanish class - designed specifically for healthcare professionals - will help you bridge that gap. You will practice the basic, practical language skills needed to effectively communicate with your Spanish-speaking patients and their families. You will learn the basics of the language, gain an understanding of the culture, and know how to ask the questions crucial to quality healthcare. Whether you speak some Spanish and need a refresher, or speak no Spanish, you will complete the course with the skills you will need to effectively communicate with your Spanish-speaking patients. Requirements: Internet connection, IE8 or higher, Chrome, FireFox and access to Adobe Flash Player. *Cristina Sempé specializes in teaching her native language to adults, having taught more than 35 years at community colleges, community education programs, and for Cleveland City Schools' adult education. She has designed effective Spanish lessons for a variety of groups with needs ranging from casual travel to professional development. Her specialized courses have been used in the private sector and in non-profit organizations to enhance employee interactions with Spanish-speaking employees, customers and clients. In addition to teaching, Ms. Sempé is also a certified translator, having translated technical documents from Spanish to English and English to Spanish.*

SMP485	9/4 - 10/26	Online 24/7	\$290
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## Music

### Adult Singing Lessons

Whether you just want to learn to sing for your own enjoyment or pursue a professional career in music, this course provides the start! Learn how the human voice works, warm-up exercises, ear training, professional hints/tips and lots of great tunes to sing. Join our community of beginning learners for an engaging, voice and musicianship course where you'll read, write, and truly hear the elements of music like never before. Enroll today! *Music has been Galina's lifelong passion. She began her studies of classical piano, voice and choir at the age of five in Russia's highly competitive Vladivostok School of Music. Her musical studies continued at Vladivostok University where she graduated with her formal degree in piano and voice. Upon moving to the Bay Area in 2003, she opened her own studio which combines the best of Russian and American approaches to music for all ages and levels.*

MU756	9/17 - 10/22	Mon 7:45 - 8:30pm	\$138
OR			
MU756	10/29 - 12/3	Mon 7:45 - 8:30pm	\$138

### Healthy Harmonica

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

AL570	11/8	Thu 6:00 - 7:30pm	\$39
		Material Fee (in class) \$15	

## Beginning Blues Harmonica

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

**AL569 11/8 Thu 7:45 - 9:15pm \$39**  
Material Fee (in class) \$15

## Beginning Electric Guitar For Adults

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

**AL568 9/11 - 10/16 Tue 6:30 - 7:15pm \$138**  
OR  
**AL568 10/23 - 12/4 Tue 6:30 - 7:15pm \$138**



## Beginning Ukulele for Adults

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

**MU442 9/13 - 10/18 Thu 7:30 - 8:15pm \$138**  
OR  
**MU442 10/25 - 12/6 Thu 7:30 - 8:15pm \$138**

## Piano for Adult Beginners

If you always wanted to try playing the piano or been intimidated by the thought of playing piano - then this is the class for you! This step by step course will guide the student through the fundamentals of playing piano. Students will learn the basics music notation, theory, hand position, rhythm and start playing songs from the very first lesson with the help of a patient and gifted teacher. Lessons are taught in a fun and supportive environment. *Corkery*

**PB156 9/14 - 10/19 Fri 7:15 - 8:00pm \$138**  
OR  
**PB156 10/26 - 12/7 Fri 7:15 - 8:00pm \$138**



## Basic Editing Skills using Photoshop

This is a basic class for people who have little or no experience using Adobe Photoshop. Learn to navigate the program and image editing terms and techniques. Finish the class with the skills to change and enhance images using Adobe Photoshop. *Donat*

**AL641 9/15 Sat 9:30am - 3:00pm \$59**

## Photography Series

**Take all 4 for \$139!**

### Art-Inspired Photography

Paint with color! Paint with light! Learn techniques to create images that will take you into a different area of photography. Finish this class with the skills to create motion, blur, water splashes, and other fine art images with tools you have around the house. Use special lighting, backdrops, and simple items around the house to create unique art pieces to display, or compete with in local competitions. You don't have to be a professional photographer to create professional quality images. Required materials: DSLR Camera, and manual. *McCallister*

**AL889 10/16 Tue 7:00 - 9:30pm \$39**  
Material Fee (in class) \$10

### Making Photography Your Work

Put your art career on a more professional path. Are you interested in submitting to fairs/photography competitions? Have an exhibit of your own? Come learn how to submit your work, and build your business, whether it be product photography, people photography, or art photography. Get recognition and appreciation, and maybe even get paid! for the art you make with photography. *Alison McCallister is a professional photographer and instructor skilled in wedding, portrait, animal, baby, family and fine art photography. She is passionate about sharing her skills in photography with others.*

**B604 10/18 Thu 7:00 - 9:30pm \$39**

### Open Studio: Lighting Portraits and Products

Open studio to experiment with and practice with studio lighting for portraits and still life photography. Class has a materials fee of \$15 to provide for a variety of bulbs to enhance effects and lighting. Class covers special effect lighting that is edgy and creative and will take your photographs to a new level of sophistication and style. Improve your portrait and product photography with the tips and techniques you will learn in class. *McCallister*

**EL264 10/23 Tue 7:00 - 9:30pm \$39**  
Material Fee (in class) \$15

### Photography EXPOSED!

Working with Exposure Working with Exposure to improve, enhance and get creative with your photography. Open to all kinds of cameras that have control over exposure. Take all 4 summer courses in the "Develop A Photography Business Summer Camp" and receive a summer camp discount! Bring your camera, film (if necessary) and your creative mind! *McCallister*

**EL264 10/25 Thu 7:00 - 9:30pm \$39**



LAS POSITAS COLLEGE  
DEPARTMENT OF MUSIC

Las Positas College Black Box  
Music Auditions & Advising

Aug 13, 2018 - Aug 15, 2018

**OPEN  
AUDITIONS**

Las Positas College Black Box  
Fall Play Auditions: Arcadia

Aug 28, 2018 - Aug 30, 2018



Las Positas College Main Stage  
Jazz Ensemble & Orchestra

Oct 18, 2018



Las Positas College Main Stage  
"Music of the World"

Nov 8, 2018

# Upcoming MUSIC • ADVISING • THEATRE • AUDITIONS Events



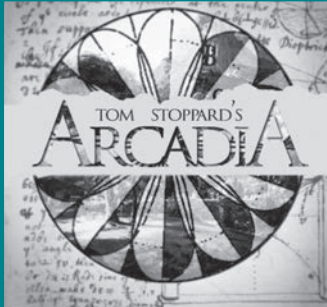
Las Positas College Black Box  
Theater Advising Night

Aug 23, 2018



Las Positas College Main Stage  
Student Showcase

Oct 5, 2018



Las Positas College Black Box  
Arcadia

Oct 26, 2018 - Nov 4, 2018



Las Positas College Main Stage  
Jazz Combos Concert

Nov 1, 2018



Las Positas College Black Box  
Musical Theater Showcase

Dec 14, 2018



Las Positas College Main Stage  
Holiday Music Dept. Concert

Dec 13, 2018

For more information go to:  
<http://siteline2.vendini.com/site/laspositascollege.edu/>



## Belly Dance Together!

Mother and daughter, Grandma and Grandbabies, Aunties, Uncles, Nieces, Dads, sisters...Everyone is invited to enjoy the dance that crosses generations. The family that dances together, laughs together. Bring your favorite family members and enjoy an afternoon of belly dance. Suitable for mature young adults 12 and over (with an adult partner), immature dancers in their 90s, and everyone in between! Child can enroll, but a parent must also enroll. *Shrapnell*

**H565 8/25 Sat 12:30 - 2:00pm \$20**

## Belly Dance Basics

Find out why belly dance is the perfect way to get fit, tone up, have fun and make new friends. Learn about this joyful and often misunderstood dance style through a mix of technique, combinations, history and an emotional connection to the music. No previous dance experience needed, open to all ages, sizes and genders. *Sara Shrapnell is a belly dance teacher, writer and performer, originally from the UK but now based in Pleasanton. She has taught belly dance full time for the last 17 years, written two books on belly dance, and performed in theatrical settings, restaurants, showcases, weddings and other family gatherings.*

**H565 9/17 - 11/5 Mon 7:00 - 8:00pm \$79**

## Belly Dance Drills and Thrills

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

**H565 9/17 - 11/5 Mon 8:00 - 9:00pm \$79**

## Cuban Salsa ¡Salsa cubana!

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

**H722 10/5 - 11/16 Fri 6:30 - 7:30pm \$59**

**Practice for Students with experience**

**H722 10/5 - 11/16 Fri 7:30 - 8:30pm \$59**

## Dad Dancing! (for everyone...)

That hot trend that is so uncool, it's hip! So you think you can't dance? Imagine their faces if you turned up at the wedding/prom/Dad dance and owned the dance floor!...This evening come learn a simple choreography to "I Wish That It Would Rain" by Gladys Knight and the Pips. The foot patterns are easy, but the attitude is down to you. No previous experience necessary and no judgment. Everyone is welcome, and a child can enroll if a parent enrolls with them as well. A fun night of Dad Dancing for everyone! *Shrapnell*

**DA123 10/20 Sat 10:00am - 12:00pm \$20**

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

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

**H102B 9/10 - 10/22 Mon 6:30 - 8:30pm \$159**  
**Material Fee (in class) \$20**

CONTINUED

**H102B 10/29 - 12/17 Mon 6:3 - 8:30pm \$159**  
**Material Fee (in class) \$20**

NEW!

## Discounts available on two classes when registering

"...enhance your health, mental health, and overall well-being."



## Mindfulness As Medicine

Find out why many physicians today recommend mindfulness training to their patients. Learn about the specific mechanisms that make mindfulness meditation an effective tool in the treatment "toolbox" for adults who are dealing with stress-related illness, chronic pain, anxiety, depression, or addiction (or living with someone who is). Participants will learn breathing techniques, exercises designed to transform habitual ways of thinking about and reacting to stress, and a variety of simple and brief meditative practices that can be readily incorporated into everyday life. Take the introductory workshop and one, two, or all three of the additional sessions offered in this day-long event, to enhance your health, mental health, and overall well-being. *Rebecca Stanwyck is a licensed psychotherapist and experienced adult educator with over 25 years of experience, who has been teaching mindfulness classes since 2012. For more information, see her website: [www.mindfulness-eastbay.com](http://www.mindfulness-eastbay.com)*

**MM468 9/22 Sat 9:00 - 10:30am \$49**

## Mindfulness for Chronic Illness

**MM468 9/22 Sat 10:45am - 12:15pm \$20**

## Mindfulness for Anxiety and Depression

**MM468 9/22 Sat 1:00 - 2:30pm \$20**

## Mindfulness for Addiction Issues

**MM468 9/22 Sat 2:45 - 4:15pm \$20**

## Setchu-ryu Jujutsu

Setchu-ryu Jujutsu is an eclectic system of martial arts comprised of several distinct systems of martial arts blended together into one seamless style. The primary styles incorporated in the system are Danzan Ryu Jujitsu, Tenio DeCuerdas Eskrima, Lua Halau O Kaihewalu, and Wa Ko Ryu Jujutsu, though students will also learn concepts from Kosho Ryu Kenpo, Aikido, and Rillamas Serrada Escrima. Students will be taught how to apply and receive throws safely, apply and escape locks, manipulate joints, control an opponent's balance, strike quickly and effectively, activate nerves, take advantage of vital points, and use and defend against weapons. This course is physically demanding and will require regular attendance and conditioning for progression. The class is open to all members of the community age 16 and older. *Craig Kutil is an international martial arts instructor, has been studying martial arts since 1988, and is recognized as the founder of the system of Setchu-ryu Jujutsu. In addition to martial arts, Shihan Kutil teaches the Okazaki Method of Seifukujutsu (restorative arts), which he has been practicing since 2000, and is a tenured mathematics professor at Las Positas College and Chair of the college's Curriculum Committee. He also instructs Danzan Ryu Jujitsu and Tenio DeCuerdas Eskrima for college credit through the Kinesiology department.*

**H216 9/4 - 12/20 Tue, Thu 7:00 - 9:00pm \$100**

## Tenio DeCuerdas Eskrima with Grandmaster Arthur Gonzalez

Master Craig Kutil is honored to offer a day of intense training from an internationally known instructor and head of Tenio's DeCuerdas Eskrima: Grandmaster Arthur Gonzalez. The schedule is as follows: 11:30-12:00 Check-In/Registration 12:00-4:00 Instruction. This seminar is open to all ranks and styles. *Grand Master Arthur Gonzalez's instructors were Professor Gilbert Tenio, along with the late Chief Master Instructor and Associate Professor John Eliab. He has taught the Mexican Military and the following: Knife to Knife Combat Hand to Knife Combat, Hand to Hand Combat, Sentry Removal, PR24 and Baton training for basic arrest and prisoner control tactics along with Long Gun, Short Gun Disarms, Gun Retention and other subjects. GM Gonzalez teaches his system throughout Mexico and Europe.*

**SE102 12/1 Sat 12:00 - 4:00pm \$20**

## Malay Combat Systems with Guru Phil Matedne

Master Craig Kutil is honored to offer a day of intense training from Guru Phil Matedne in Malay Combat systems. The schedule is as follows: 11:30-12:00 Check-In/Registration 12:00-4:00 Instruction. This seminar is open to all ranks and styles. *Phil Matedne has been training in the Filipino Martial Arts since 1983 and Indonesian Martial Arts since 1993. He is a protege of the late Grand Master Leo Giron of Bahala Na Escrima, the late Guru Besar Herman suwanda and Pendekar Bambang Suwandam if Nabde Muda Tri Suwanda Indonesian Pencak Silat. Guro Phil has studied privately with some of Stockton California's most prestigious Eskrima Masters which include GM Carlito Bonjoc, Senor Master Daniel Siazon, the late John Eliab Sr. as well as others. He also holds rank as a certified Muay Thai Instructor under Master Saohin Srisuk. Gura Phil currently resides and runs his own school of Malay Combat Systems, out of Exton, Pennsylvania for the past 10 years.*

**SE102 9/8 Sat 12:00 - 4:00pm \$20**

**ONLINE**

## Start Your Own Edible Garden

Grow delicious, nutritious fruit and vegetables in your own backyard! In this course, you'll learn how to give your garden a healthy start and keep it growing strong all season. Whether you want to provide your family with nutritious food, save money, get some exercise, or just be more self-sufficient, this course will give you the skills and knowledge you need to be on your way to a successful harvest. 6-week online class. Start dates each month.

**Online [www.ed2go.com/lpccommed](http://www.ed2go.com/lpccommed) \$99**



## Ultimate Frisbee

This course offers an introduction to the skills of Ultimate and other flying disc sports. The course is designed for all levels of play, ages 16 and up, from beginner to advanced players are welcome and encouraged to enroll! Emphasis is on offensive and defensive tactics, rules, throwing, catching, and diving skills and the spirit of the game. *Matt West has been teaching, coaching and playing Ultimate for 13 years! He has coached many players who range from having gone on to play professional Ultimate in the MLU to others who have won National Championships. He himself is a very accomplished player, currently captaining one of the top 3 coed teams in the country.*

**UF101 9/5 -12/19 Wed 8:00 - 10:00pm \$69**

**FREE!**

## mark your calendar!



## Lawrence Livermore Lab Science and Engineering Seminar series

**Thursday October 14, 2018  
and/or  
Monday November 5, 2018  
6:00 to 7:15pm**

**Free and open to the public!**

Check out the main Las Positas College  
web page for event topics  
**[www.laspositascollege.edu](http://www.laspositascollege.edu)**



## HAWKS ATHLETICS

<http://athletics.laspositascollege.edu>



### Award Winning College Sports Teams

are playing right here in Livermore.

**Come out and support the Hawks at a home game!**

*Get behind the winning team!*

## LPC HOME GAMES

**Schedule & times visit: [athletics.laspositascollege.edu](http://athletics.laspositascollege.edu)**

### Home Games for:

Women's & Men's Basketball • Women's & Men's Soccer  
Women's & Men's Water Polo and soon, Volleyball

**GO  
HAWKS!**



### SNACK BAR COUPON

bring this coupon to the snack  
bar at any home game for a

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Redeemable only at home games at LPC  
Expires 2/15/2019 • No cash value

## Become a Certified Online Instructor

"I can honestly say that I am a much better online instructor as a direct result of this course....Both my students and my school are reaping the benefits of all I've learned.."

—LPC Community Education student Kristin, MA COI

**See certified online teaching classes on page 10**





## Online Training Solutions for Small Businesses

Provide employee training no matter the size of your organization



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- There's no need to hire a trainer. Each online course is facilitated by an expert instructor.
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Convenient payment for small businesses

Purchase class passcodes so employees can choose whatever classes they need

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

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

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

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

### **Explore a Career in a Dental Office**

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

### **Medical Terminology**

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

### **Solving Classroom Discipline Problems**

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

### **Creating WordPress Websites**

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

### **Keys to Successful Money Management**

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

### **Become a Veterinary Assistant**

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

### **Introduction to Illustrator**

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

### **Effective Selling**

Learn the secret to converting a potential customer into a long-term asset. Find out how to lay the groundwork for repeat business and your future success.

### **A to Z Grantwriting**

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

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

**More Courses Available!**

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# Prepare for Industry Certification Online!



## Online Career Training Programs

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

### Features:

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

### Other Program Categories:

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

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



### Certified Bookkeeper

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



### Certified Wedding Planner

**340 hours**

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



### Payroll Practice and Management (Voucher included)

**100 hours**

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



### Legal secretary

**350 hours**

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



### NASM Certified Personal Trainer and Exam Preparation

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



### Optician Certification Training

**150 hours**

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



### Paralegal

**300 hours**

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



### Certified National Pharmaceutical Representative

**190 hours**

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

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visit or call us at  
**925-424-1467**

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



# HOW TO REGISTER FOR COMMUNITY ED CLASSES

A. There are three ways to register:

1. Online with a credit card at:  
[www.laspositascollege.edu/communityed](http://www.laspositascollege.edu/communityed)
2. By phone at 925.424.1467 with a credit card
3. By mail with a credit card or check payment and the registration form in this brochure

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



Scan this code to go to  
our registration website.

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



CUT ALONG DOTTED LINE

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

**Make checks payable to:** Las Positas College

Today's date

e-mail (to receive a confirmation you must provide an email address)

Name (please print)

age

Address

City

State

Zip

Phone (day)

(evening)

Course #	Course Title	Date	Time	Fee

Check payment type



Visa



Mastercard



Check

please write check #

Card number

Expiration date

Signature

Cardholder billing address if different than above

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

Student signature

Parent/guardian signature if age 18 and under

# Credit Classes

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

Just apply to the college at the link below and follow the steps to enroll

**[www.laspositascollege.edu](http://www.laspositascollege.edu)**

**Fun classes for only \$46 per unit!**

*These are 17 week courses.*

**Most Kinesiology activity classes are only 1.00 unit!**

**ONLY \$46  
PER UNIT!**

\*plus student fees

**Most classes start on  
August 20 and end by December 21, 2018**

## AMERICAN SIGN LANGUAGE

CRN: 20439 ASL 1A 093 Tue, Thu 5:30 - 6:45pm

## JAVA PROGRAMMING

CRN: 21108 CS 31 HY1 Wed 6:30 - 9:20pm

## PROFESSIONAL COMMUNICATIONS

CRN: 20496 CS 43 HD1 LTBA ONLINE

## LANDSCAPE AND VINEYARD SOILS

CRN: 23190 HORT 54 093 Mon 6:00 - 8:20pm

## INTRODUCTION TO VITICULTURE

CRN: 20752 VWT 10 093 Tues 6:00 - 8:50pm

## PRINCIPLES OF INTERIOR DESIGN

CRN: 23529 INTD 5 093 Mon 5:30 - 7:20pm  
Mon 7:30 - 10:20pm

## DRAFTING FOR INTERIOR DESIGN

CRN: 23530 INTD 15 093 Tues 5:30 - 7:20pm  
Tues 7:30 - 10:20pm

## HISTORY OF INTERIORS/FURNITURE

CRN: 23261 INTD 20 093 Thur 6:00 - 8:50pm



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



## LAS POSITAS COLLEGE STUDENT GOVERNMENT

# *The Market*

Free groceries available monthly! Food available on a first-come, first-serve basis, and until food runs out!  
We'll have information about additional resources available on campus and in our local community.

### Fall 2018 Distribution Dates & Times

- |                  |                   |
|------------------|-------------------|
| • August 28th    | 1:00 pm - 3:00 pm |
| • September 18th | 1:00 pm - 3:00 pm |
| • October 16th   | 1:00 pm - 3:00 pm |
| • November 20th  | 1:00 pm - 3:00 pm |
| • December 18th  | 1:00 pm - 3:00 pm |

#### ***Distribution Location:***

Student Services & Administration Courtyard (Bldg. #1600)

LAS POSITAS COLLEGE | 3000 CAMPUS HILL DRIVE | LIVERMORE, CA 94551  
For more information contact the Student Life Office 925.424.1494





## SCHOLARSHIPS

### *Fund the Dream of Education*

The Las Positas College Foundation awards over \$100,000 in scholarship funds each year to deserving students. These dollars help offset the unmet costs of tuition, books and other expenses to help LPC students achieve their educational goals and dreams.

**Establishing a new scholarship or contributing to an existing scholarship is easy as 1-2-3!**

- 1 Annual scholarships** begin at \$500. You can specify a particular student population – veterans, single parents, or first-generation students are examples.
- 2 Endowed scholarships** support themselves in perpetuity. The initial gift is invested, and the scholarship awards are determined each year.
- 3 Memorial scholarships** are established for family, friends or respected faculty.

### *Make Your Gift Now!*

Get started by contacting the Las Positas Foundation office at 925-424-1014 or [kcooper@laspositascollege.edu](mailto:kcooper@laspositascollege.edu).



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- Dog Lover's Guide To Living Enlightenment - p. 20
- Voice Overs Career - p. 17
- Drone Pilot Certification - p. 17
- Become an Auto Dealer - p. 14
- UFOlogy - p. 4

**Back by Popular Demand!**

- Conversational Spanish- p. 21
- Notary Public- p. 16
- Certificate in Data Analysis- p. 8
- Conversational Italian - p. 21

**TO DO!**

Take Photoshop (p. 24)  
Make Holiday photobooks for  
Uncle Mulder, Auntie Em,  
and Cousin Scully



photoshop work by  
Robin Dozier